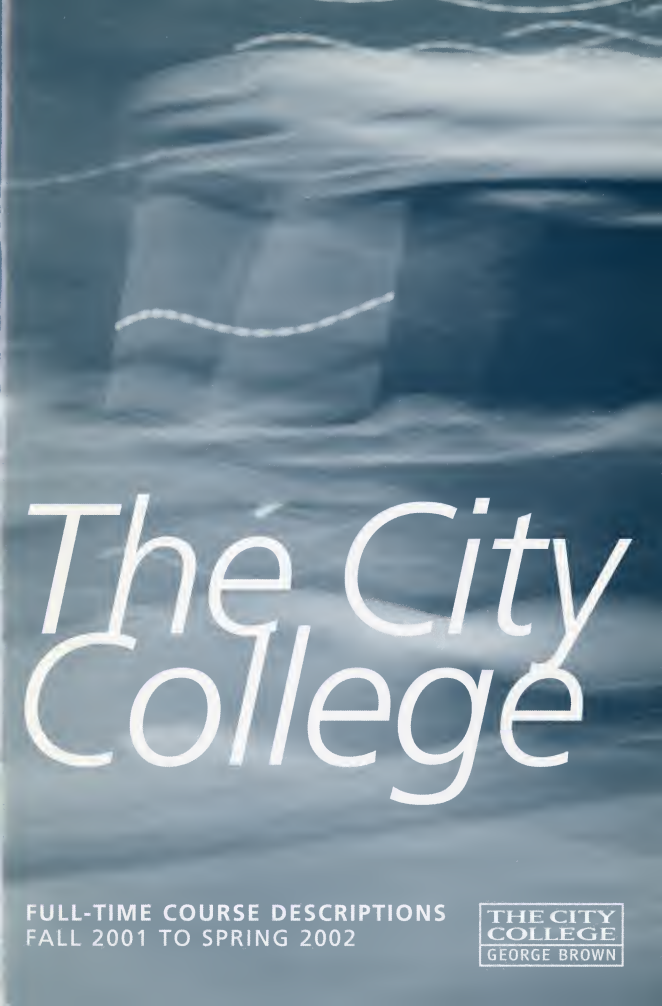

The City College

FULL-TIME COURSE DESCRIPTIONS
FALL 2001 TO SPRING 2002

THE CITY COLLEGE
GEORGE BROWN

Course Descriptions

Course descriptions are subject to change and not all courses appear in this listing. The following courses are listed in alpha-numeric order by course code. If a course that you are looking for is not shown, call the telephone number indicated on your program page in the calendar for information.

Please note: Some courses are prerequisites, and failure to complete them may prevent you from continuing in your program. Please consult your department or program co-ordinator for further details.

ACCT1001 Introduction to Accounting I
This course introduces students to the basic accounting cycle for both service and merchandise business operations, organized as sole proprietorships or as corporations. Students will learn to prepare worksheets, financial statements, and payroll records. Prerequisite: Grade 12 or equivalent.

ACCT1011 Accounting for Decision Making
This course emphasizes an understanding of managerial accounting techniques in planning, organizing and controlling operations in a company. Analyzing financial reports, interpreting the results, describing the managerial decision processes and identifying the uses of accounting information as a decision-making tool are covered.

ACCT1012 Introduction to Accounting II
This course continues from ACCT1001 to introduce students to fundamental accounting concepts and principles. Emphasis is placed upon: the application of generally accepted accounting principles within the framework of the text topics examined; preparation and analysis of financial reports; and use of financial accounting information. Prerequisite: ACCT1001.

ACCT1014 Introductory Accounting
This course provides students with an understanding of the accounting process as applied to a service organization, the mechanics of the accounting cycle from the recording of the original entry through the preparation of financial statements, petty cash and the bank reconciliation statement.

ACCT1029 Financial Management and Analysis I
This course introduces the student to financial statements. Emphasis will be on financial analysis using the balance sheet, the income statement and combined market ratios. Financial concepts in the areas of securities availability and valuation, investing, inflation, value of money and financial markets will be addressed.

ACCT1030 Financial Management and Analysis II
This course concentrates on short-term financing sources, underwriting, common stocks, RRSP regulations and strategies, and portfolio analysis. A major emphasis will be placed on the application of financial concepts to current events in the financial community.

ACCT1031 Introduction to Spreadsheet Concepts and Design
This course continues to build upon the skills learned in COMP1082, by introducing additional worksheet, graphing, and database capabilities utilizing accounting applications software. Prerequisites: ACCT1001, COMP1062.

ACCT1036 Accounting for Non-Accountants
This course introduces students to the basic accounting cycle for both service and merchandise business operations, organized as sole proprietorships or as corporations. Students will learn to prepare worksheets, financial statements, and payroll records.

ACCT1037 Accounting
Accounting is the language of business. This course prepares the student to make managerial decisions based on financial information. In this course, the student will learn the basics of accounting. Finally, students use basic financial information to prepare financial statements and reports.

ACCT1040 Financial Analysis for Marketers
This course covers the basics of financial analysis necessary for marketers. Topics covered include: budgeting, financial statement analysis, planning and forecasting, management of working capital and financing sources.

ACCT1047 Accounting Essentials
Contact department for course description.

ACCT2001 Financial Accounting I
This course will introduce students to financial accounting. The course will include coverage of accounting principles, reporting and statement preparation, accounting for assets and current liabilities/contingencies, concepts of revenue recognition and income determination, and the overall theoretical structure of accounting. Prerequisite: ACCT1012.

ACCT2004 Financial Accounting II
This course builds upon the skills learned in Financial Accounting I. The student is introduced to additional intermediate financial accounting concepts. The student will learn to apply these concepts through the completion of exercises and problems. Prerequisite: ACCT2001.

ACCT2007 Auditing I
This course introduces students to auditing. The course will include coverage of professional standards and ethics, legal responsibility and liability, planning audits, gathering evidence, evaluating internal controls, preparing working papers, and auditing the income statement and the balance sheet accounts. Prerequisite: ACCT2001.

ACCT2011 Management Accounting I
This course introduces the student to the basic concepts of cost accounting, including the following: an overall perspective of Managerial Accounting, basic cost terms and classifications, job order costing, process costing, cost behaviour, cost-volume-profit relationships, variable costing as a management tool, overhead costing for planning and control. Prerequisite: ACCT1012.

ACCT2012 Accounting Information Systems I
In the computer lab, the students will acquire an understanding of computerized accounting by creating a company file, inputting transactions and preparing financial statements using ACCPAC General Ledger and Accounts Receivable. Prerequisite: ACCT1031.

ACCT2013 Accounting Information Systems II
In the computer lab, the student will acquire an understanding of computerized accounting by creating a company file, inputting transactions and preparing reports using ACCPAC Accounts Payable and Canadian Payroll. Prerequisite: ACCT2012.

ACCT2014 Management Accounting II
This course introduces the student to the basic concepts of cost accounting, including the following: budgeting techniques, control through standard cost, flexible budgets and overhead analysis; decentralized operations; pricing of products and service; relevant costs for decision making and capital budgeting. Prerequisite: ACCT2011.

ACCT2017 Financial Management
While examining the accounting functions of the hospitality business, emphasis is on preparation and analysis of accounting and financial reports. The analysis provides the foundation of management decision making and future budgets and goals. Prerequisite: ACCT1037.

ACCT2028 Taxation I
This course introduces the students to the administration of the income tax act, liability for tax for individuals, calculation of income from business, property, employment and capital gains, calculation of non-refundable tax credits, deductions for RRSP and RPP plans. Prerequisite: ACCT2001.

ACCT2031 Managerial Accounting
This course introduces students to basic concepts in Management Accounting. There will be a strong emphasis on cost behaviour, cost volume and managerial decision marketing. Also covered will be budgeting with the marketing process addressed.

ACCT3003 Auditing II
This course teaches the student the purposes of, and techniques used, for various types of audits. Emphasis is on operational audits and devising control systems to ensure maximum efficiency and effectiveness in an organization. This includes assessing management's needs and the critical personnel issues and professional standards an internal auditor must deal with daily. Also emphasized is the use of computers in auditing various activities within the company and the ways the auditor communicates his findings to management. Prerequisite: ACCT2007.

ACCT3004 Finance II
Given examples and instructions, students will demonstrate in class assignments and on tests their understanding of capital budgeting and long-term financing. Prerequisite: ACCT3008.

ACCT3008 Finance I
This course introduces the basics of financial management including financial analysis, forecasting, leverage, working capital management mergers and international finance. Prerequisite: ACCT2004.

ACCT3009 Taxation II
The course continues the principles, concepts, and application of the Canadian income tax system as set out in Federal income tax legislation. Topics include computation of taxable income and taxes payable for corporations, refundable taxes, special incentives for corporations, property roll-overs, tax shelters, and an introduction to tax planning. Prerequisite: ACCT 2028.

ACCT3012 Introduction to Database Concepts and Design
This course focuses on the use of computer-based information systems in management and accounting. Topics surveyed include hardware and software of computer systems; file and database organization; the systems development process; systems security and controls; and management of information systems. Computer software is used to provide illustration and practice in database concepts.

ACCT3014 Financial Accounting III
Contact department for course description.

ACCT3016 Management Accounting III
Contact department for course description.

ACCT3017 Accounting Theory
This is an advanced level course in financial accounting that includes in-depth treatment of current issues and problems in the field. Topics include the contributions of economics, finance and other disciplines to accounting theory, practical and theoretical problems of the present value model, and other topics related to specific industries or sectors of the economy.

ACCT4000 Financial Analysis for Marketers
This course covers the basics of financial analysis necessary for marketers. Topics covered include; budgeting, financial statement analysis, planning and forecasting, management of working capital and financing sources.

ACCT4004 Principles of Accounting
Contact department for course description.

ACCT5005 Hospitality Accounting Procedures
Learn to follow simple, basic procedures used in the hospitality business to maintain accountability and control over revenues and assets, focusing on those controls that fall within the responsibility of a server or bartender.

ANAT1006 Anatomy and Physiology I
A fundamental background in anatomy and physiology are provided to the student. Throughout the course, emphasis will be on how structure determines function and how homeostasis is maintained.

ANAT1010 Functional Anatomy
Contact department for course description.

ANAT1011 Anatomy and Physiology/Genetics
This course is designed to further enhance the student's knowledge of the structure and function of the human body. The relationship between anatomy (structure) and physiology (function) will be emphasized throughout, the concept of homeostasis is explored further, and integration of the cardiac, respiratory and urinary function is developed.

ANAT1014 Functional Anatomy and Physiology
Contact department for course description.

ANAT1017 Anatomy for Orthotics/Prosthetics I
Students will study functional skeletal and muscular anatomy, especially as it relates to orthotic and prosthetic fit and function, the anatomy and function of all the major joints, blood vessels and nerves.

ANAT1018 Anatomy for Orthotics/Prosthetics II
Continuation of ANAT1017.

ANAT1022 Human Biology
Introducing the student to human anatomy and physiology. This course emphasizes how the structure of the human body determines the function of each part.

ANAT1027 Anatomy and Physiology
While emphasis is on the anatomy and physiology of the eye, ear and central nervous system, students will investigate a variety of disabilities secondary to deaf-blindness.

ANAT1029 Oro-Facial Anatomy
Contact department for course description.

ANAT1030 Oro-Facial Anatomy
Contact department for course description.

ANAT1031 Oro-Facial Anatomy
Contact department for course description.

ANAT1032 Oro-Facial Anatomy
Contact department for course description.

ANAT1036 Anatomy
Contact department for course description.

ANAT1038 Head and Neck Anatomy I
With a detailed study of the musculo-skeletal system, salivary glands and the tongue, the laboratory section of this course will provide a practical approach to learning about the skull muscles of mastication and facial expression.

ANAT1039 Anatomy and Physiology I
This course is designed to provide the student with a fundamental understanding of the human body. It includes developmental, organizational and functional principles. Throughout the course, specific references emphasize relationships among structure, function and mechanisms that permit humans to survive in and interact with their environment both physical and social. This course helps students become scientifically literate when reading and assessing information regarding the human organism.

ANAT1045 Anatomy and Physiology I
This course will introduce the student to the basics of anatomy and physiology. The order of the topics has been designed so that the basics of cell and tissue structures will lead to the study of body systems. Structure and function will be related to homeostasis within the body. Clinical application will be introduced where appropriate.

ANAT1047 Anatomy and Physiology II
This course has been designed to build on the basic concepts of the Anatomy and Physiology I of Semester 1. The interrelationship among all body systems will be analyzed and their contribution to the maintenance of homeostases identified. Where appropriate, the relationship between the study of Anatomy and Physiology and its importance to the practice of Practical Nursing will be identified.

ANAT2002 Head and Neck Anatomy II
Contact department for course description.

ARCH1005 Architectural Technology I
The student will become familiar with the fundamentals of architectural drafting. This will include: line work, lettering and its use in architectural working drawings, the use and application of architectural scales, line work as used in architectural working drawings and the use of architectural conventions and symbols. The students will practice their skills by preparing architectural working drawings for a simple structure.

ARCH1006 Architectural Technology II
This course continues the development of skills required to establish an effective means of graphic documentation. Given a set of design sketches, the student will develop and prepare a complete set of working drawings for a residential project. Prerequisite: ARCH1005.

ARCH1007 Architectural Presentation I – Rendering
This course introduces the student to the principles and practices of presentation drawing including plans, elevations and perspective; shades and shadows using delineation techniques; and preliminary colour pencil and marker rendering.

ARCH2003 Theory of Structure II – Form/Space/Order
This course builds upon BLDG1027 and explores the structure of buildings in the architectural context. Form, space and order are studied from an engineering and mathematical point of view.

ARCH2004 Architectural Technology III
Participants will be exposed to basic architectural design principles by means of a mixed use commercial/residential design project employing the use of engineered wood products for floor and roof framing systems as well as solid and/or cavity wall systems. These concepts will be incorporated in a set of architectural and structuring working drawings.

ARCH2005 Architectural Technology IV
Introducing the student to Part 3 of the Ontario Building Code with practical applications, this course builds upon the technical skills acquired in the first three semesters. The student will be exposed to more advanced architectural and structural techniques by means of a multi-storey apartment building employing reinforced concrete as the major structural element. The course will be closely tied with the Ontario Building Code II (BLDG2012) course and the Materials and Methods II (BLDG 1002) course.

ARCH3006 Architectural Presentations II – Colour
Focusing on further developing one and two points perspective using multiple methods, students will also explore rendering and graphic presentation techniques, principles of casting shades and shadows, adding landscaping to prepare architectural presentation drawings, rendering computer generated drawings, basic facts and colour theory. Students will apply these skills to presentation drawings.

ARCH3007 Architectural Technology V
Students will be exposed to architectural design concepts for a large complex building. A structural steel framed industrial building with office space will be used as the design tool to implement the necessary theories.

ARCH3008 Architectural Technology VI
The students, working in groups, will be given a specific building and site to prepare a set of existing measured drawings of this building. These drawings will then be used to prepare a design for retrofitting the same. The group will then put together a set of presentation drawings to help explain their design solution to the client. Finally the group will prepare, using computer aided drawing techniques, a full set of working drawings complementing their design solution.

ART1002 Studio Elective I
An introduction to visual arts theory, training in studio skills and exposure to a variety of arts disciplines.

ART1019 Foundation Drawing I
An introduction to the use of structure, form and tonality using both realistic and interpretive modes. It provides students with the foundation of drawing. Through a series of exercises, students are introduced to the following fundamentals: classical drawing principles, including line, illustrative, life drawing, costume drawing, outdoor sketching, still life, commercial rendering, perspective, shading and contour.

ART1020 Foundation Design
An introduction to design, incorporating procedures, principles and elements of design, conceptual thought processes and relevant projects.

ART1021 **Foundation Colour**
A basic introduction to the study of colour, based on the scientific principles of light and colour. Concepts and theories are explored. Emphasis is given to aspects of colour in visual communications, including its physical, optical and psychological properties.

ART1023 **Lecture Series I**
This lecture series is presented by professional special interest speakers from various disciplines in the Visual Arts field, such as: film, dance, music, theater, typography, design and art.

ART1024 **Foundation Drawing II**
A continuation of ART1019.

ART1025 **Foundation Materials**
The examination and implementation of the creative problem-solving process as it relates to 2 and 3 dimensional design and materials. Students solve complex abstract visual problems and concepts.

ART1026 **Studio Elective II**
Contact department for course description.

ART1027 **Lecture Series II**
Contact department for course description.

BIOL1004 **Microbiology and Infection Control**
This course covers the foundations of microbiology and current practices of infection control.

BIOL100B **Biology: General Anatomy & Physiology I**
Contact department for course description.

BIOL1011 **Biology: General Anatomy & Physiology II**
Contact department for course description.

BIOL1023 **Human Biology I**
To provide the student with a foundation in both basic microbiology and human anatomy and physiology, an introduction to microbiology is presented, specifically concentrating on bacteria, viruses and fungi.

BIOL1024 **Anatomy and Physiology**
This course completes the student's foundation for understanding human anatomy and physiology.

BIOL1027 **Microbiology for the Dental Assistant**
Students are provided with a basic understanding of microbiology as it relates to dental assisting.

BIOL1028 **Human Biology II**
Completing the student's foundation for understanding human anatomy and physiology, this course provides the knowledge necessary for understanding concurrent courses in pharmacology, nutrition and pathology. Body defenses are examined with particular emphasis on inflammation and immunity.

BLDG1002 **Architectural Materials and Methods II**
The student will examine reinforced concrete as a major structural element with an emphasis on member sizing and detailing. Forming and placing will also be addressed.

BLDG1009 **Renovation Methods and Materials I – Practical**
This course provides the learner with practical instruction in residential renovation construction practices. Topics will be presented from a new construction and renovation perspective. Topics include framing methods for floors, walls, ceilings and roofs, interior and exterior finishes, as well as installation, repair, and retrofitting of skylights, windows and doors.

BLDG1010 **Renovation Methods & Materials I – Theory**
Emphasizing the concept of a house as a system, this course provides the learner with practical instruction in new residential and renovation construction practices. Topics will be presented from a new construction and renovation perspective, and will cover all areas from the footing to the roof of a residential structure including minimum requirements as set out in Parts 9 and 11 of the Ontario Building Code.

BLDG1013 **Building Code I**
While students learn how to apply helpful tables, appendices and supplements referenced throughout the building code, they will be introduced to the building code and its rules and regulations. Scope and definitions, general requirements, as well as use and occupancy are discussed. The housing and small buildings section of the code is emphasized.

BLDG1020 **Safety, Materials & Tools**
Through shop projects, which build hand-eye coordination and dexterity, the learner maximizes the use of tools and equipment typically used by a renovation carpenter. Special focus is given to: the safety setup, maintenance and use of tools and equipment, materials used in construction and their applications, finish carpentry and millwork applications, and first aid certification.

BLDG1021 **Building Layout (Field Surveying & Lab)**
The learner will be asked to work with groups in the field demonstrating differential leveling and site layout techniques. Topics also include fundamentals of building layout, differential leveling, setbacks, practical use and care of surveying equipment, types of surveys, horizontal and slope measurement, angular measurement and basic principles of residential construction surveys.

BLDG1022 **Building Industry Practices**
As students are being trained for a wide range of occupations that demand multiple skills and knowledge, they will become familiar with building terminology, codes and standards, architectural design, construction documents, project development and the employment opportunities in the building industry. This course is designed to introduce the students to building industry practices.

BLDG1023 **Architectural Materials and Methods I**
This course deals with the raw materials required, physical properties, and typical architectural applications for the following material groups: wood, concrete, masonry and steel.

BLDG1024 **Architectural Plan Interpretation**
This course introduces the student to the interpretation of architectural working drawings, terminology and construction documents. Structural, electrical and mechanical symbols, and notations will be addressed, but reading and interpretation of working drawings will be emphasized.

BLDG1025 **Site Development – Field Practice**
The purpose of this course is to provide the student with a knowledge of the types of information which may be obtained by survey together with a sense of the problems involved in gathering such information, as well as the presentation and interpretation of such information.

BLDG1026 **Housing and Small Building (Wood Frame)**
Contact department for course description.

BLDG1027 **Theory of Structures I – Forces**
This course introduces forces and basic principles of mechanics, equilibrium, shear force and bending moment. Applications of mechanics as applied to structural design of buildings will be discussed including properties of linear, planar composite structural systems.

BLDG1028 **Site Development – Plotting**
Focuses on basic plot/site plan issues including location, grades, contours, elevations and setbacks, etc.

BLDG1029 **Building Construction I**
In discussing foundation systems, de-watering, deep foundations, shoring systems, piles, caissons, underpinning and backfilling, this course will expose the student to construction methods and materials employed below grade and to the sub-structure portion of all types of buildings. Soil classifications, characteristics and behaviours under different conditions will also be studied in detail.

BLDG1034 **Construction Safety**
Contact department for course description.

BLDG2002 **Renovation Methods and Materials II – Theory**
Examining the theory behind new commercial and commercial renovation construction application will lead the learner to a thorough understanding of code requirements and their application to commercial construction. The course emphasizes materials and methods used in commercial construction including: sound control methods, properties, methods and placing of concrete including concrete lab session, stair building theory, materials and fireproofing, commercial construction applications and materials.

BLDG2003 **Renovation Methods and Materials II – Practical**
As students learn about materials and methods used in commercial construction and renovation, topics will include installation and renovation of suspended ceilings, concrete forming, stair building and restoration (both wood and poured concrete), metal stud wall systems, unequal slope roofs, demountable partitions and computer flooring.

BLDG200S **Construction Business Management & Marketing**
Through development of a business plan which stresses the importance for successful financing and organization of a renovation business, this course will provide the learner with the necessary business skills to set up and operate a successful renovating firm. The learner will also be able to recognize and address critical aspects of developing and marketing a successful business strategy.

BLDG200B **Renovation Methods and Materials III – Practical**
In order to provide the learner with a practical understanding of the various sub-trades involved in the renovation field, the learner will practice advanced lay out and finish carpentry techniques, and will address the role of the renovation contractor who must be able to coordinate and evaluate the work of sub-trades on site and perform some of the simpler tasks within the sub-trades. Topics include basic electrical, plumbing, masonry, stair building and custom millwork applications.

BLDG2009 **Renovation Methods and Materials III – Theory**
Timing and co-ordination, along with related standards and theory are taught to facilitate the smooth running of the renovation process. This course provides the learner with a theoretical understanding of the various sub-trades involved in the renovation field. Applicable codes to the sub-trades (electrical, plumbing, masonry) are studied with their relationship to typical renovations.

BLDG2010 **Construction/Renovation Project Management**
Introducing the learner to the concepts and practices of project management as they apply to construction, the course deals with the management of people with respect to interaction between prospective customers, architects, sub-contractors and designers. The value of hiring and managing the right employees in a constructive and positive manner to build and maintain a successful crew and business will be emphasized.

BLDG2010 **Restoration/Renovation Project Management**
Contact department for course description.

BLDG2012 **Building Code II**
This course reinforces the building code and its rules and regulations. Application of the code to institutional, commercial, and industrial (ICI) buildings is emphasized. Students will learn to apply fire regulations, separations, access and exiting sections of the building code to their core project. Standards and referenced documents will also be studied.

BLDG2014 **Quantity Surveying and Estimating I**
Providing the learner with the basic skills needed to estimate cost and quantities, this course includes the interpretation of plans with regard to the application of calculating material and labour quantities and pricing using both stick and quantity survey methods.

BLDG2014 **Restoration Quantity Surveying and Estimating I**
Contact department for course description

BLDG2015 **Site Development – Total Stationary Survey**
This course is an extension of the previous course BLDG 1025, and is designed to provide the student with a knowledge of the types of information which may be obtained by electronic survey, together with a sense of the problems involved in gathering such information, as well as management presentation and interpretation of such information.

BLDG2016 **Building Construction II**
The student will be exposed to construction methods and materials employed above grade for the structural frame of buildings. Load bearing masonry, structural steel, wood frame and case in place and pre-stressed reinforced concrete structural building systems will be discussed. Applying the building code to structural methods will also be studied.

BLDG2017 **Mechanical Installations**
The focus of this course is on mechanical systems (plumbing, heating, air conditioning, ventilation). The course provides the knowledge required to communicate with mechanical professionals including trades people.

BLDG2018 **Electrical Installations**
This course introduces electrical installations for buildings. It covers electrical systems such as power distribution, panels, circuitry, components and communication systems. It provides the knowledge required to communicate with electrical professionals.

BLDG2019 **Quantity Surveying & Estimating II**
While building upon the skills learned in Quantity Surveying I, complete estimating is continued using small buildings as examples. Measuring civil works is also emphasized. Measuring and take-off of CSI Architectural Divisions 06 through 16 is practiced for renovation and new work.

BLDG2019 **Restoration Quantity Surveying and Estimating II**
Contact department for course description.

BLDG2020 **Building Construction III**
Participants will study construction methods and materials employed in the cladding, roofing, and finishing of buildings. Exterior and interior finishes, glass and glazing, roofing, interior partitions, walls, ceilings, floors and partition systems will be discussed. Application of the building code to building cladding, roofing, and finishes will also be studied.

BLDG2021 **Planning and Scheduling**
The learner will develop the skills necessary to plan and coordinate a project. This course utilizes computer software to assist in the managing and recording of construction projects. The course focuses on the sequencing of operations on a construction project in order to meet deadlines, order materials, specify and schedule sub trades, and set up contingency plans.

BLDG2022 **Contracts and Specifications I**
Introducing basic Canadian building law as related to construction agreements and documentation, this course provides the student with the basic knowledge and skills necessary to understand construction law, contracts, specifications and other documents used in the design and construction of building projects.

BLDG2027 **Field Placement**
Students find a work placement for one week and during this time the learner will be required to write a report on their experience. The learner should use this placement as an opportunity to network and seek possible future employment.

BLDG2039 **Restoration Methods Practical IV**
Contact department for course description.

BLDG2040 **Restoration Methods Theory IV**
Contact department for course description.

BLDG2041 **Materials Analysis and Testing I**
Contact department for course description.

BLDG2042 **Industry Field Placement**
Contact department for course description.

BLDG3001 **Building Science – Enclosure**
This course introduces the concept of building enclosures (see walls, roof systems) and looks at how materials function and contribute to the integrity of the building enclosure.

BLDG3003 **Construction Safety Practices**
This course covers the principles of construction safety and site management including prevention, regulations and documentation.

BLDG3004 **Quantity Surveying and Estimating III**
Contact department for course description.

BLDG3005 **Construction Methods and Equipment I**
This course will expose the student to construction methods, materials and equipment employed in the earth-moving, excavating, compacting, lifting, loading and hauling operations on construction sites. Rock excavation, landscaping and paving will also be discussed, as well as application of rules and regulations for these operations.

BLDG3006 **Construction Management I**
Building upon the contracts and specifications, the student will learn management theories and techniques as practiced in the construction management profession. Through case studies of wide ranging situations to practice decision making in planning, organizing leading and controlling, technical skills as well as the human skills necessary to manage construction will be explored.

BLDG3008 **Contracts & Specifications II – Practice**
Continuing from Contracts and Specifications I, contract issues in Canadian building law are discussed as related to specific construction agreements and documentation. General conditions of different types of construction agreements are discussed in detail. Specifications and other documents used in the design and construction of building projects are also emphasized.

BLDG3009 **Building Economics – Cost Planning**
This course builds on quantity surveying knowledge and introduces building economics as applied to cost planning and control.

BLDG3010 **Building Economics – Development**
This course covers the fundamentals of outline specification and preliminary estimating in relation to feasibility studies, financing and life-cycle costing.

BLDG3011 **Construction Law – Case Studies**
Students use the case study method to apply the skills learned in Contracts and Specifications, and they will learn the role of contracts and specifications as applied to construction projects. Case studies from previous course materials and texts are studied in greater detail with guest speakers also bringing case study material.

BLDG3012 **Project Administration**
To apply the skills learned in Contracts and Specifications, this course uses the case study method. The student will learn the role of project administration as applied to construction projects. Applied project monitoring, inspection and certification are emphasized. Guest speakers also bring case study material.

BLDG3013 **Building Science and Detailing**
A companion course to Architectural Technology VI, this course looks at the composition of building enclosures.

BLDG3017 **Quantity Surveying and Estimating IV**
Contact department for course description.

BLDG3018 **Construction Methods and Equipment II**
Contact department for course description.

BLDG3019 **Construction Management II**
Contact department for course description.

BLDG3020 **Computer Applied Construction Practices – Scheduling & Project Management**
Contact department for course description.

BUS100B **Business Lab Class 3B & 4A**
This course is designed to provide practical experience in the day-to-day operations of a fashion business. Prerequisite: FASH2003, FASH1008.

BUS1016 Operations Management
This course of Operation Management is concerned with design and operations of systems for manufacture, transport, supply or services in the apparel industry. Its objectives are to create the systems of conversion of inputs for the satisfaction of customer wants.

BUS1018 Machine Transcription
The student will acquire the skills needed to operate an electronic transcription unit. Proofreading and grammar skills, use of proofreaders' marks to indicate corrections and produce mailable documents by transcribing from prerecorded tape will be emphasized.

BUS1021 Medical Terminology I
This course allows the student to recognize and explain the meaning of medical terminology as it occurs in the medical environment, whether written or spoken. The course will demonstrate a knowledge of the formation of medical terms, and the shape, structure and function of the digestive, and urinary systems.

BUS1021 Career Planning and Development
Contact department for course description.

BUS1024 Introduction to Business
This course provides an introduction to the study of business in Canada, past and present, and identifies trends in the future of business in Canada and globally. Emphasis will be placed on identifying the internal functions of business.

BUS1025 Small Business Plan and Operation
Contact department for course description.

BUS1033 Customer Service and Software
This course introduces students to the customer-focused organization. Topics covered will include evaluating the needs of customers and suppliers, delivering quality, active listening in person and on the telephone and customer service over the internet. Students will receive basic training in customer service software.

BUS1034 Strategies for Student Success
This course is designed to assist first semester students to develop skills essential for college and business success. Students are introduced to a range of College services and resources available to support their pursuit of successful learning. Students have an opportunity to develop transferable skills such as note taking and essay writing; effective time and stress management; research and study techniques; planning and delivering effective presentations and managing student debt and financial resources

BUS1037 Career Planning and Development
This is where the final process of your career planning and networking becomes reality. The importance of ethics and etiquette in the workplace will also be discussed. You will be shown how to keep your business network alive. Also you will be shown interviewing and resume writing techniques.

BUS103B Business Concepts I
This course provides an introduction to the study of business in Canada, past and present, and identifies trends in the future of business in Canada and globally. Emphasis is placed on identifying the internal functions of business.

BUS1040 Project Management
This course provides the student with an overview of the field of Project Management. The basic principles of general project management that are covered include: creation of work breakdown structures, using network diagrams and Gantt charts, preparing budgets, controlling resources, and project termination. The techniques are based on a study of the typical project lifecycle.

BUS1041 Small Business Management
This course deals with the buying/selling of a product, service or idea. Students compare personal, retails, and industrial selling and develop selling skills based on practical techniques and scenarios. Other topics include international selling, sales management and ethical behaviour.

BUS1042 Effective Persuasion
The students will learn the importance of techniques required to develop good presentation skills for all platforms including one-on-one meetings, group or conference presentations, or full-scale speaking assignments in front of large audiences.

BUS1043 Business Ethics
This course offers broad theoretical concepts of ethics in a business context. The student analyzes case studies to develop knowledge of appropriate ethical behaviour and decision-making skills

BUS1044 Business Law
This course is an introduction to the legal system which governs personal and commercial relationships in Canada. As such, it will provide the student with knowledge of the basic legal concepts, in order to gain insight into judicial reasoning, and develop the skills necessary for legal analysis. Areas covered include: contract law, sales of goods and consumer protection, agency, partnership and corporate law, employment regulations, real property and others.

BUS1045 Understanding the Customer
This course is for people who plan to work in a career that focuses on interaction with customers from outside the organization as well as inside. It will address the front-line employee who ultimately determines the quality level of customer service. This will ensure that all points of customer contact – those "moments of truth" – occur in the best way possible.

BUS1046 Logistics Management
This is an introductory course in logistics management, which involves the storage of products from the source to the destination/markets. Topic s covered include customer service, supply chain management, logistics information systems, inventory control and management, warehousing, materials handling/packaging, transportation and coordinating logistics strategy with marketing strategy.

BUS1047 Business Essentials
Contact department for course description.

BUS104B Business Services
Contact department for course description.

BUS1049 Business Essnetials II
Contact department for course description.

BUS2009 Medical Terminology II
This course concentrates on a knowledge of the formation of medical terms, and the shape, structure and function of the areas of the reproductive, nervous, cardiovascular, respiratory, blood, lymphatic and immune systems.

BUS2010 Medical Terminology III
This course concentrates on a knowledge of the formation of medical terms, and the shape, structure and function of the areas of the musculoskeletal system, sense organs, endocrine, oncology and pharmacology.

BUS3005 Solving Problems in Professional Relations
This course covers the principles and practices of managing a dental clinic.

BUS3009 Licensing and Merchandising
Students will examine merchandising issues, consumer behaviour, product mix, depth and season, merchandise presentation, customer service strategies and tactics, corporate advertising and promotion, licensing opportunities and negotiation of licensing agreements.

CAD1009 Computer-Aided Drafting and Design
The purpose of this course is to provide students with a basic understanding of the features, limitations, and considerations associated with the operation of a computer-aided drafting (CAD) system. Students will gain hands-on experience using a current release of AutoCAD for Windows platform, using 2-dimensional construction commands. In addition, students will reinforce their experience with available peripherals

CADE Advanced Design Application I
Contact department for course description.

CADE1002 Computer Aided Drafting II
Using the current release of AutoCad, this course introduces the learner to an intermediate level of Computer Aided Drafting. With a combination of lectures, computer lab and interactive demonstrations, major emphasis will be features and procedures to apply more complex AutoCad commands, and will then branch off to specific program applications.

CADE1004 Computer Engineering Applications
This course bundles together Computer Aided Design Drafting and Computer Aided Manufacturing. The theoretical knowledge that the students bring into the course is combined with applied practice utilising a computer lab enabling the students to create drawings and Computer Numerical Control (CNC) programs. The course is centred around the following integrated areas: computer fundamentals, basic fundamentals of CNC manuall programming, and AutoCad's most important and commonly used two-dimensional construction commands.

CADE1006 Computer Aided Drafting I
The purpose of this course is to provide the learner with a basic understanding of the features, limitations and considerations associated with the operation of a computer-aided design/drafting (CAD) system. The learner will gain hands-on experience using AutoCad – Release 14 for Windows 95 platform, using 2-dimensional construction commands. In addition, the learner will reinforce his or her experience with available peripherals.

CADE2001 Computer Aided Drafting III
Through a combination of lectures, computer lab, and interactive demonstrations, this course introduces the learner to 3D w/reframe, solid modelling and 3D objects using the current release of AutoCad applied to architectural drawings. Major emphasis will be features and procedures to apply plotting of Elevations and 3D views in paper space mode to produce working drawings.

CADE2012 Computer Aided Manufacturing I
Combining theoretical knowledge that the students bring into the course with applied practice utilizing a computer and machine labs to create manufactured components, the components are produced using a Computer Aided Manufacturing Graphic software package (MasterCAM) in conjunction with Computer Numerical Control Milling Machining Centers. The course is designed for learners who have no computer manufacturing graphic background and consequently the course is centred around the following integrated areas: review parts of the computer disk operating system which are used to maintain files on hard and removable drives, selection and manipulation of tool libraries for milling cutters, speeds and feeds, graphic assembling and arrangement of components using important and commonly used 2 dimensional commands, and set-up and operation of computer numerical control milling machining centres.

CADE2013 Computer Aided Manufacturing II
The subjects covered during the course are as follows: review of Computer Assisted Tool Programming (APT); advanced structure (loops, etc.); computer assisted manufacturing techniques; computer commands and terminal operation; program documentation, advanced geometry definitions; complex index and macro definitions; multiple branching technique; looping logic; surfaces and matrices.

CADE2020 Computer Aided Design for Printed Circuit Boards
This course will cover the design of the printed circuit board through to the simulation of the build. The concepts and practice of Design for Manufacture (DfM) will be covered. Computer Integrated Manufacturing (CIM) and new technology introductions are presented as well.

CADE2021 Advanced Design Application I
Contact department for course description.

CADE2022 Advanced Design Application II
Contact department for course description.

CADE3001 Computer Aided Drafting IV
Using current releases of AutoCad and Auto-Architect. this course introduces the learner to layout and space planning of residential buildings, through a combination of lectures, computer lab, and interactive demonstrations. Major emphasis will be features and procedures in the design of a 3D generated 2-storey residence, complete with presentation and working drawings.

CADE3002 Computer Aided Drafting V
Through a combination of lectures, computer lab and interactive demonstrations, this course introduces the learner to design, layout and space planning of larger industrial buildings, using current releases of AutoCad, and Auto-Architect. The student will complete a drawing of a small 2-storey residence. Major emphasis will be features and procedures to design a light industrial structure with attached office space, complete with presentation and working drawings.

CADE3003 Computer Aided Drafting VI
This course introduces the learner to design, layout and space planning of larger multi-storey buildings, using current releases of AutoCad, Auto-Architect and 3D Studio. Major emphasis will be features and procedures to design/renovate a 3-storey institutional structure, complete with presentation, working drawings and rendered animation. Linking Auto-Architect to 3D Studio, shading, rendering, animation, and a walk through of the completed structure will be presented.

CARC1001 Overview: Career and Work Counselling
This course emphasizes experential communication with a focus on self awareness and our own personal significance. These skills provide the basis for further study in Group Dynamics and Counselling.

CARC1003 Work and Life: A Career Counselling Perspective
The student studies the various definitions of work, as determined by historical, sociological, economic and cultural factors, the workplace of the future and the impact on the role of the career and work counsellor.

CARC1005 Individual Career Counselling – Skills and Process I
Through the practice of counselling skills and process in experiential sessions, students learn to conduct initial interviews with clients, focusing on relationship building, needs identification, reaching agreement of needs and developing counselling goals and a plan of action

CARC1009 Career Development Theory I
Learn the theoretical underpinnings of the career development field and apply theory to case studies and to individuals being interviewed.

CARC1013 Assessment in Career Counselling: Statistics and Tests
Learn to understand basic statistics in relation to vocational tests and the purpose, principles and correct practices of administering aptitude, interest and personality tests.

CARC1015 Career Development Theory II
Theory II covers the cultural and organizational context of careers, mid-career choice, mentoring, learning organizations and breaking career routines.

CARC1017 Individual Career Counselling: Skills and Process II
An opportunity is presented to the student to practice and learn the skills and processes used in dealing with client resistance or reluctance, decision making strategy, learning strategy to acquire new behaviours and self-management strategy.

CARC1019 Resources in the Field
Gain a working knowledge of career information resources, accessibility issues and client utilization strategies.

CARC1021 Career and Work Counselling with Diverse Populations
Through an experiential approach, students examine their own ethnic, cultural, racial and linguistic background, and learn current approaches and techniques that are sensitive to the cultural backgrounds, values, attitudes and life experiences of their clients.

CARC1024 Practicum I
Students have the opportunity to integrate and refine their skills in a variety of applied counselling settings.

CARC2001 Group Career Counselling
This course focuses on group development and group dynamics theory, emphasizing the application of group process. Students learn communication skills and techniques which foster group development and integrate vocational counselling concepts and material into the group counselling process.

CARC2003 Theory and Practice of Job Search
Job search strategies are reviewed in detail, including résumé preparation, interview preparation, networking and informational interviews.

CARC2005 Career and Work Equity Issues
Through this course, the student will learn about employment equity, pay equity and human rights codes, and the impact of legislation on organizations and individuals.

CARC2007 Managing Change and Transition
Gain increased awareness, knowledge and appreciation of the complexity of change and transition personally, within organizations, family and society in general.

CARC2012 Practicum II
See CARC1024.

CARC2014 Special Topics
The student addresses relevant issues and learns creative counselling techniques, marketing and consultation skills, and other current topics in the field of career development.

CARC2016 Career & Work Counselling with Special Needs Clients
Learn to apply skills and activities to clients having special needs.

CARC2022 Assessment in Career Counselling: Tests and Interpretations
This course enables students to examine a variety of commonly used standardized interest, aptitude and values tests and computer based assessment packages.

CARC2032 Assessment in Career Counselling: Inventories and Interpretation
This course enables students to examine a variety of commonly used inventories in career and vocational assessment.

CARE1042 Role of the Personal Support Worker
In this course students are introduced to the role and scope of practice of workers providing support to clients and families in community setting and in long-term care facilities. The variety of settings, work relationships, level of supervision, the need to adapt to varying settings and time and stress management are covered. Legislation related to the worker, the work setting and client rights is discussed.

CARE1043 Assisting a Person with Mobility
In studying methods to assist consumer/client which will be of benefit to the consumer/client and safe for the worker, students examine how consistence in transferring and lifting techniques and the use of equipment increases safety, and reduces consumer/client anxiety, confusion and dependency. This module also discusses promoting proper positioning in a bed or chair for the comfort and safety of the consumer/client.

CARE1046 Household Management and Meal Preparation
Students will learn to assist the client with his nutritional needs, household activities and household management according to client preferences, comfort and safety, and within employer guidelines as required.

CARE1052 Assisting a Person with Medications
Under the direction and monitoring of an appropriate person (health professional, care giver or family member), the student studies methods used to assist clients with medications according to the client's support plans.

CARE1054 Institutional Practicum
The purpose of this practicum is to develop the job competencies of a Personal Support Worker in a long-term care facility, and opportunities will be provided for the student to practice skills learned in the classroom.

CARE1055 Community Practicum
The student practices skills learned in the classroom to develop the job competencies of a Personal Support Worker in a community setting.

CARE1078 Intervention Strategies for Client Groups
Personal Service Workers are involved with a variety of client groups. This course assists the student to understand the characteristics of these groups, the behaviours and changes in behaviour which they may encounter. Practical approaches and techniques as well as sensitivity to the unique needs of the client are discussed. Students will have an opportunity to examine their personal feelings and reactions to some of the issues these client groups face. This course is divided into four units: Unit 1, Assisting with Families; Unit 2, Assisting Persons with Mental Health Problems; Unit 3, Assisting Persons with Cognitive Impairment; and Unit 4, Assisting the Person Who is Dying.

CARE1079 Providing Optimal Support/Personal Care
Optimal Support refers to the ability to provide appropriate support to assist clients to do what they wish without inhibiting them. Students learn to provide the support outlined in the support/care plan or service contract. Students are introduced to the purposes of planning care and their role in implementing the plan. Personal Care Skills make up a component of the Personal Service Worker role. This part of the course includes instruction and practice in the routine activities of living with which a client may need assistance. Throughout the course, sensitivity and respect for the client's dignity, privacy and safety while providing assistance are emphasized.

CARE1080 The Body, Changes and Conditions
This course introduces the student to basic anatomy and physiology of the human body. The focus then shifts to look at the changes which may occur due to normal aging and the on-going conditions which can result. Included in this course will be types of conditions which can cause physical disabilities. Concepts of prevention, maintenance, rehabilitation and restoration are discussed.

CARE1081 Safety and Abuse
This course deals with aspects of safety as they relate to both the consumer/client and the worker. One of the fundamental activities of the Personal Support Worker is assisting the consumer/client with routine activities of living. It is essential that the Personal Service Worker provide assistance in a manner which is effective, safe and provides for the consumer's/client's comfort. As part of this, the Personal Service Worker must be aware of potential risks posed by unsafe equipment or settings and the appropriate actions to take if unsafe situations are identified. Infection control methods will also be taught. This course also introduces the student to the concepts of family violence and abuse, including its possible signs, as well as appropriate actions to be taken (including legal requirements) if abuse is suspected. Personal beliefs and attitudes about family violence and abuse are discussed.

CHEM1001 Chemistry
As with Physics (PHY1007), this course introduces the student to basic knowledge of this subject. For students who have already studied chemistry, this course will bring together their current knowledge of chemistry and physics with reference to gemmology. In assisting in the interpretation of the results of many gemmological tests, a basic knowledge of these related subjects is extremely useful to the gemmologist, and it will enable a gemmologist to choose the type of examination to be performed.

CHEM1012 Chemistry II
Contact department for course description.

CHEM2002 Chemistry I
This is an introductory course on chemistry that deals with specific concerns for microelectronics manufacturing. Topics include stoichiometry, thermodynamics, gases, liquids, solids, and kinetics.

CHEM2003 Chemistry II
This course is designed specifically for Surface Mount Technology students. The course covers types of bonds, chemical reactions and chemistry that arises in the process of making circuits using Surface Mount Technology.

COMM1001 Communication Skills I
Emphasis is on listening and speaking skills and the application of these skills in the work environment, including interview skills and verbal instructions.

COMM1002 Communication Skills II
Emphasis is on reading and writing skills which include writing a resume, reading instructions and organizing ideas.

COMM1003 College English Skills
This preparatory course focuses on written and oral communication. Students will have the opportunity of improving their sentence structure and paragraph development skills as well as reading, vocabulary and communication skills.

COMM1007 College English (or ENGL1003 pending test results)
College English is the required foundation course in writing and speaking. The focus is on communications and is a prerequisite to all additional or advanced courses in writing and speaking. The focus is on learning effective strategies to inform and to persuade. You will study models for planning, organizing communications that will then be applied to various situations and audiences. You will learn how to use specific organizational modes needed for clear, logical and meaningful expression. In addition, you will be introduced to techniques for improving critical thinking, research, peer evaluation and self-editing skills.

COMM1013 General Education Elective
Contact department for course description.

COMM1030 Business Communications & Contracts
Contact department for course description.

COMM1034 Professional Communications I
This communications course applies the skills developed in COMM1007 and applies them to professional settings. Students will learn the appropriate forms and rhetorical strategies for writing and speaking in the workplace.

COMM1035 Professional Communications II
This course builds on the skills acquired in Professional Communications I and applies advanced research skills to more complex professional documents and presentations. The student will also develop career planning and job search strategies.

COMM 1047 Business Communications
This course provides students with the fundamentals of business communications including memos, letters, and short report writing. Students will also study the job search process from company research, cover letters, resume letters, resume types to job interviews.

COMM1073 Language and Communication I
This course includes basic grammar, listening and reading exercises, writing instructions, applying for a job and business correspondence.

COMM1081 Interpersonal Communication Skills
This course provides learning at a theoretical and experiential level which will result in the improvement of the students' understanding of themselves through developing their interpersonal skills. This enhances their ability to work effectively in a variety of groups.

COMM1082 Interview Skills Development
The Interview and Professional Presentations focuses on interviewing skills and other methods of information collection for professional purposes. Students will use these tools to gather data for a series of professional presentations using specific formats.

COMM1083 Presentation Skills Development
Contact department for course description.

COMM1085 Building Supportive Relationships
This course introduces students to the importance of communication and interpersonal skills essential to establishing and maintaining effective relationships with consumers/clients. The components of messages, the ways in which they are given, and factors affecting communications are discussed. Problem solving and conflict resolution skills will be presented. Students will also be introduced to the concept of all persons, their experiences, rights, interests and needs. Students will be given the opportunity to identify and examine their own beliefs, and will be encouraged to assume the consumer/client wishes to be involved, unless there are specific indications that they do not. The concepts introduced in this course are expressed throughout all courses which follow. The intent of this module is to introduce, rather than to provide extensive opportunity to apply concepts.

COMM1091 Language and Communications
Contact department for course descriptions.

COMM1094 Communications for RPN
This course explores areas of interpersonal communication relevant to practical nursing. Students are given the opportunity to practice communication strategies, set formal goals and evaluate personal progress.

COMM1095 Group Communication for RPN
This course examines principles of group dynamics and group communication. Students are given an opportunity to practice communication strategies relevant to groups, set personal goals to implement strategies both in clinical and classroom settings and to reflect and evaluate achievement of goals and effectiveness of strategies attempted.

COMM1098 Advanced Communication Skills
Contact department for course description.

COMM1101 Business Communications
This course will provide students with the skills necessary to communicate effectively and persuasively in today's environment. Students will learn how to write effective business documents and how to present their ideas and themselves effectively and persuasively.

COMM1102 Workplace Communications
Contact department for course description.

COMM1103 Presentation/Communication Skills
Contact department for course description.

COMM2002 Senior Research Project
This course guides students in learning research techiques and composing a research essay for a topic related to their area of study.

COMM3006 Technical Thesis I
This two hour per week course begins a two semester thesis project for third year students, and provides students with the instruction, guidance and preperation needed to accomplish the thesis project. Course content includes thesis development, research techniques and documentation skills, proposal writing and presentation, and organization and format of a thesis.

COMM3007 Technical Thesis II
See COMM3006.

COMM4006 Communications I
College English is a required course in communications and is a prerequisite for Communications II. The focus is on learning effective strategies for planning and organizing which will then be applied to a variety of audiences and situations.

COMM4007 Communications II
This course is a continuation of Communications with an emphasis on clear, logical expression, with an introduction to techniques for improving critical thinking, research and peer evaluation.

COMM5020 Credit College English
College English is the required foundation course in communications and is a prerequisite to all additional or advanced courses in writing and speaking. The focus is on learning effective strategies to inform and persuade. You will study models for planning and organizing communications that will then be applied to various situations and audiences. You will learn how to use specific organizational modes needed for clear, logical and meaningful expression. In addition, you will be introduced to techniques for clear, logical and meaningful expression. In addition, you will be introduced to techniquesfor improving critical thinking, research, peer evaluation and self-editing skills.

COMM5045 Business Communications
The student will review basic language skills, including grammar and usage, and will focus on reading and writing skills.

COMP1007 Spreadsheet Applications
Contact department for course description.

COMP1010 Business Computer Applications
This course introduces students to database management. Students will learn to create, edit, save and view business-like databases, and create forms, queries and reports to better manage information. Students also learn to produce custom presentations.

COMP1030 Information Systems
This course presents a survey of the organizational foundations of information systems, information systems technology, business applications, and management of information systems.

COMP1040 Word Processing
This course is designed to instruct students in the form and preparation of memos, flyers, announcements, reports and tables from unarranged and rough-draft using Microsoft Word '97, and to develop and maintain keyboarding speed and accuracy.

COMP1045 Medical Machine Transcription
This course will concentrate on the skills required to develop proficiency in medical transcription using Microsoft Word and prerecorded tapes to prepare formal, common medical correspondence and chart notes using a variety of acceptable styles.

COMP1051 Computers in Our Society
Contact department for course description.

COMP1060 Computer Skills, CorelDraw and Access
Contact department for course description

COMP1063 Computer Graphics I
This is an introductory course designed to familiarize the student with the Windows environment and to introduce the basic features of CorelDraw. The emphasis within CorelDraw will be those tools, commands and features that bear directly on designing signage.

COMP1064 Computer Graphics II
This is an introductory level course designed to familiarize the student with the Windows environment and to introduce the basic features of CorelDraw. The emphasis within CorelDraw will be those tools, commands and features that bear directly on designing signage. Also instruction in the use of computerized lettering machines: Gerber 48 and Sprint.

COMP1065 Introduction to Computer Programming
This is a course that introduces computer-programming fundamentals using the Java language. The focus is on the fundamental control structures of programming and fundamental data types. It also introduces object-oriented, GUI, and event driven programming for both stand-alone applications and Java applets.

COMP1076 Computer Architecture Fundamentals
This course is an introduction to computer architecture. It presents the components, structure and function, and performance characteristics of modern desktop and server computer systems.

COMP1078 Introductory Database Applications
This course introduces students to database fundamentals using Microsoft Access.

COMP1079 Desktop Database Programming
Building on COMP1078, students learn how to use Visual Basic for Applications (VBA) to develop simple single-user and small multi-user database applications with Microsoft Access.

COMP1080 Internet Application Development Fundamentals
This course introduces Internet programming by using JavaScript and HyperText Markup Language (HTML) for client-side scripting. It presents HTML editor, JavaScript, Java applets, and how they work together to create interactive applications.

COMP1082 Computer Skills and Applications
This course introduces students to basic computer applications and the Internet in a Windows-based environment. Students will navigate Windows '95, employ program and file management skills, use a Net browser and search engine to conduct effective Internet research, and perform basic word processing and spreadsheet operations.

COMP1087 Database Management
Contact department for course description.

COMP1089 Business Document Production I
This course introduces students to the skills required to check facts, spell correctly and prepare complete and correct final copies of all types of documents used in a business office. Students will improve on previously acquired touch-keyboarding skills.

COMP1093 Introduction to Digital Media
Contact department for course description.

COMP1094 Marketing on the Internet
Contact department for course description.

COMP1095 Mutlimedia Authoring
Contact department for course description.

COMP1096 Web Site Design
Contact department for course description.

COMP1097 Digital Media Lab
Contact department for course description.

COMP1098 Multimedia Authoring Production
Contact department for course description.

COMP1101 Internet Technologies
Contact department for course description.

COMP1103 Design for the Internet Lab
Contact department for course description.

COMP1104 Field Placement
Contact department for course description.

COMP1109 Computer Skills for Fashion Management
Contact department for course description.

COMP1110 Computer Applications for Marketing
Students will come into the program with basic computer skills. This course will take these skills the next step, and will cover spreadsheet analysis (Excel), database applications (Access) and contact management software (Microsoft Outlook, Lotus Notes).

COMP1111 Data Analysis for Decision Making
In their COMP1110, students learn how to generate reports - for this course the emphasis will be on manipulating and analyzing data for decision-making.

COMP1112 Web Page Design I
Students create documents for the World Wide Web using Hypertext Mark-up Language (HTML). Learn about formatted text, tables, in-line graphics, publicity, multimedia and the future of the Web.

COMP1113 Introduction to E-Business I
This course provides tools, skills, and an understanding of technology, concepts and issues that surrounds the emergence of electronic business on the Internet. The student develops an understanding of the current practices and opportunities in electronic publishing, electronic shopping, electronic distribution, and electronic collaboration.

COMP1114 Principles of e-business II
This course continues to explore the emergence of electronic business on the internet. Students also explore the problems surrounding electronic business and commerce such as security - authentication, privacy - encryption, safeguarding of intellectual property rights, acceptable use policies, and legal liabilities.

COMP1115 Business Computer Applications II
This course builds on the skills learned in COMP1110, Business Computer Applications I. Students learn more advanced concepts in Excel and Access.

COMP1116 Web-Site Design II
A continuation of Web Page Design I with emphasis on meta tags, frames, nesting frames, submit forms and Java scripting

COMP1117 Computer Environment/Operations Basics
Contact department for course description.

COMP1118 E-Course II
Contact department for course description.

COMP2006 Introduction to Programming
Contact department for course description.

COMP2015 Object-Oriented Programming
Building on COMP1065, this course concentrates on object-oriented programming techniques using both Java and C++. Emphasis is on object-oriented programming concepts and object-oriented program design.

COMP2036 Medical Machine Transcription II
This course will continue the skills required to develop proficiency in medical transcription using Microsoft Word and prerecorded tapes to prepare various hospital-originated reports.

COMP2042 Client/Server Application Development Fundamentals I
This course introduces the development of object-oriented client/server applications using Power Builder development tools to create business transaction processing applications using ODBC to access a database.

COMP2062 Visual Basic Programming Fundamentals
Learn how to write event-driven programs using the Visual Basic programming language. Create single-user applications that use variables, accept user input, use control structures for decision-making, and incorporate multiple forms.

COMP2063 Essential Networking Technologies
This course is designed to provide technical level of understanding in the areas of networking connectivity, data communication concepts, and communication protocols and networking topologies. It identifies the seven layers of the OSI model and the key responsibilities and interrelationship of each layer.

COMP2064 Network Administration and Support I
This course is designed to prepare individuals for the responsibilities of being a network administrator. It provides the knowledge, concepts, and skills necessary to install, configure, customize and troubleshoot Windows NT in a single domain Microsoft Windows NT based network.

COMP2065 Desktop Operating System Installation and Support
Students will acquire the knowledge and skills needed to support Microsoft Windows 95 including setup, configuration, customization, network integration, administration, troubleshooting and messaging. Office 97 installation and support will also be introduced in this course.

COMP2066 Office Application Development
This course is an introduction to the developing automated personal information management and basic office applications in business using the Microsoft Office Suite with emphasis on Outlook.

COMP2067 Application Development Using Visual Basic
Building on COMP1078 and COMP1079, this course provides the student with a comprehensive introduction to computer application development using Visual Basic.

COMP2068 Networking Technology for Developers
This course is an introduction to computer networking technology for computer programmers. It presents an overview of the uses, technologies, topologies, transmission media, and protocols used in local, metropolitan and wide area networks.

COMP2069 SQL (Structure Query Language)
Building on the concepts developed in COMP1078 and COMP1079, in this 7-week course, the student will master the concepts and commands necessary to successfully create and interact with database tables using Structured Query Language's Data Definition Language and Data Manipulation Language.

COMP2070 Data Modeling and Analysis
Building on COMP2069, this 7-week course is an introduction to using entity relationship diagramming techniques to model data requirements for implementation in a relational database. It also covers the basics of data analysis including normalization and event analysis.

COMP2071 Advanced Visual Basic Programming
Learn how to develop programs using the Visual Basic programming language to access databases.

COMP2072 Internet Services Installation and Support
This course presents Transmission Control Protocol/Internet Protocol (TCP/IP), a set of common networking protocols, used by all types of networks, and the installation and support of Internet information Server which includes WWW and FTP Internet services.

COMP2073 Multimedia Technology and Applications
This course introduces the use and configuration of multimedia hardware and software to prepare students to support users of modern multimedia computer applications.

COMP2074 Network Administration and Support II
This course covers the responsibilities of a Novell InterNetWare-network administrator including the directory structure, security, utilities, printing, and network management.

COMP2075 Database Applications Using Visual Basic
Learn how to develop sophisticated applications that access databases using DAO objects and ActiveX technologies with on-line Help and error handling.

COMP2076 Advanced Client/Server Application Development I
This course is an advanced application development course using Power Builder to access an Oracle Database Server to create a client/server business transaction processing system.

COMP2077 Operating Systems for Client/Server Environments
This course covers operating system concepts and the structure of modern operating systems used to support client/server and Internet/Intranet computer application environments with an emphasis on UNIX and Windows NT.

COMP2078 Design of Object-Oriented GUI Applications
Building on COMP2042 and COMP2067, this 7-week course covers the fundamentals of the design of effective user-friendly applications in a graphical user interface environment with object-oriented application development tools.

COMP2079 Project Management and Implementation
This 7-week course introduces the use of project management software to plan and manage the development of information systems development projects and the implementation of computer information systems in a business environment.

COMP2080 Data Structures Using C++
Building on the object-oriented programming courses COMP1065 and COMP2015 in the first year, this course concentrates on abstract data types used as data structures for storing data in C++.

COMP2085 GUI Programming
This course concentrates on the design and implementation of Graphic User Interfaces in both Java and Visual C++.

COMP2093 Marketing on the Web I
This course introduces students to the creation of Web pages and Internet marketing plans. Using a popular Web authoring tool, students get hands-on experience in developing professional-looking Web sites. Students learn the process of designing, implementing, and evaluating Internet marketing programs. In addition, techniques for combining traditional marketing concepts with new marketing methods are examined.

COMP2094 Marketing on the Web II
This course builds on Marketing on the Web I. Students build more complex Web pages using Hypertext Mark-up Language (HTML) and Java Script. Topics covered include nesting frames, submit forms, and cascading style sheets.

COMP3034 Client/Server Application Development Fundamentals II
Develop client/server database applications using Oracle Development tools. Create interactive event-driven GUI client applications using Forms and Reports to update a database in a Client/Server environment.

COMP3035 Systems Analysis Using CASE
Students work in small groups to learn to document and analyze requirements for client/server business transaction processing systems using Oracle design tools. This course is part of a series of interrelated courses involved in the analysis, design, and implementation of a prototype business system with client/server and Internet/Intranet components.

COMP3036 Rapid Application Design Using CASE
Students learn to apply rapid application design techniques to the design of event driven GUI applications for client/server business transaction processing systems using Oracle Designer/2000 working in small workgroups. This course is part of a series of interrelated courses involved in the analysis, design and implementation of a prototype business system with client/server and Internet/Intranet components.

COMP3037 Advanced Client/Server Application Development II
Develop comprehensive interactive, event-driven applications using Oracle Developer 2000 Forms, Reports, and Graphics.

COMP3038 Systems Implementation Project
Students learn to build prototype applications for client/ server business transaction processing systems working in small workgroups. Individual workgroups may elect to implement the prototype system using Microsoft, Oracle, or Powersoft application development tools suites. This course is part of a series of interrelated courses involved in the analysis, design, and implementation of a prototype business system with client/server and Internet/Intranet components.

COMP3039 Advanced Internet/Intranet Application Development
This course introduces the current methods and tools in the development of internal and external business transaction processing applications using Internet Browsers and Servers.

COMP3041 Database Administration and Support
This course introduces database administration and support with an emphasis on the use of Oracle database administration tools to administer and support database application developers and users.

COMP3042 Internet Application Development
Contact department for course description.

COMP3043 Computer Applications for Microelectronics
Contact department for course description.

COMP4001 Microcomputer Applications for Marketing
In this course the student is introduced to the use of microcomputers and popular software packages. A variety of software products including database, presentations and web pages are used. Exercises and assignments are designed to develop the skills required both in the program and on the job.

COMP4005 Information Systems
Contact department for course description.

COMPS289 Computer Skills
Contact department for course description.

COMP7025 Computer Literacy
See COMP7014.

COMP7038 Computer Literacy – LBS Level I
See COMP7014.

COPY3001 Copywriting
A focus on writing techniques, communication and presentation skills. Radio and television script writing, resume and letter writing are given priority. Team presentation and group work, portfolio and competitions are covered in depth.

COUN1001 Interviewing and Counselling
Contact department for course description.

COUN1001 Interpersonal Skills
Contact department for course description.

COUN1006 Interviewing and Counselling II
Students learn about several philosophical approaches to counselling. The practice of basic counseling skills is continued and integrated into counseling strategies that address various goals.

COUN1006 Counselling Skills
Contact department for course description.

COUN1007 Group Process I
The emphasis of these courses is the development of self-awareness, communication and interpersonal skills plus understanding group dynamics. In the second year, attention turns from membership skills to facilitation skills and styles.

COUN1011 Working with Abused Women I
This course prepares students to be front-line workers in programs and services designed to meet the immediate crisis and advocacy needs of assaulted women. It will provide learners with entry level knowledge and skills to work in programs such as shelters, community centres, legal clinics, ethno specific and community specific women's organizations.

COUN1013 Working with Abused Women II
See COUN1011.

COUN1014 Group Process I
This course enables students to gain awareness of their own interpersonal communication style and skills. It explores group dynamics and stages of development from a feminist perspective.

COUN1020 Introduction to Feminist Counselling
Contact department for course description.

COUN1021 Counselling Theory and Practice I
These courses introduce an empathic, problem solving model of helping: assessing, planning, contracting, treating and evaluation. Current treatment theories and practices are reviewed. Role plays and case studies are used to illustrate the skills, knowledge and attitudes most appropriate for effective helping. In the second year, a more detailed examination, with case illustrations, explores counsellor activities in the beginning, middle and ending phases of treatment.

COUN1022 Counselling Practice Laboratory I
Students have an opportunity to practice micro-counselling skills in a laboratory environment. Specific skills are identified and related to the over-all counselling process. Video and audio recordings assist in giving the students feedback and help them develop skills of self-evaluation.

COUN1023 Counselling Theory and Practice II
See COUN1021.

COUN1024 Counselling Practice Laboratory II
See COUN1022.

COUN2001 Counselling Skills
Basic concepts and skills of counselling will be discussed, demonstrated and practiced. These will be related and applied to the developmental needs and issues of the elderly. Prerequisites: GERT1012, SWRK2001.

COUN2003 Counselling
An introduction to interviewing and counselling theory and practice from a cross-cultural perspective.

COUN2009 Group Process II
See COUN1007.

COUN2013 Working with Children and Youth Experiencing Violence
Students will gain the practical knowledge and skills necessary to work with children who have experienced violence. Focus is on legal issues, reporting child abuse, the development of safety strategies as well as counselling and advocacy for children who have experienced violence.

COUN2014 Working with Women Surviving Sexual Violence I
With the major focus on skill acquisition, this course prepares students to be front-line workers in programs and services designed to meet the needs of women who have survived sexual assault and child sexual abuse. The key content areas include an exploration of the roots of sexual violence in society, an understanding of all forms of sexual violence against women and the trauma of sexual violence, coping and surviving strategies, legal issues, counselling modalities and advocacy.

COUN2015 Group Process II
Emphasizing skill practice and group program development for women who have survived violence, this course offers group co-facilitation opportunities to students. Prerequisite COUN1014.

COUN2016 Working with Women Surviving Sexual Violence II
See COUN2014.

COUN2017 Group Process III
A continuation of Group Process II (COUN2015), this course offers group co-facilitation opportunities to students. Focus is on skill practice and group program development for women who have survived violence.

COUN2020 Counselling Theory and Practice III
See COUN1021.

COUN2043 Counselling Theory and Practice IV
Contact department for course description.

CULT1001 Cross-Cultural Communications
This course explores the cultural components that must be recognized and responded to so the counsellor can avoid miscommunication and confusion. Common cultural patterns and avoidance of stereotyping will be discussed.

CULT1002 Cross-Cultural Comparisons
This course includes an introduction to the basic concepts in racial-cultural identity development and the barriers to understanding cross-cultural diversity.

CWRK1001 Introduction to Community Work: Field Studies I
An introduction to what community work is, why it is important, and how we can do community work most effectively in conjunction with field placement preparation.

CWRK1003 Community Analysis
An introduction to needs assessment and other research tools, including designing and administering interviews and questionnaires, used as the basis for program planning.

CWRK1005 Human Rights
An introduction to concepts of socio-cultural identity and diffidence, the impact of oppression between and within groups and the possibilities for alliance building between groups.

CWRK1006 Community Work Forum
An introduction to the history and contemporary practice of community work through films, guest speakers and discussion in a large meeting format.

CWRK1008 Interpersonal Communication
An introduction to the theory and practice of interpersonal communication in an inter-cultural context.

CWRK1009 Group Dynamics
An introduction to the theory and practice of communicating in a small group in an inter-cultural context.

CWRK1010 Field Work II
Students work in supervised field placements in a variety of community work settings, applying their classroom based theoretical knowledge in the field.

CWRK1011 Field Seminar II
An examination of community contact and entry in conjuction with co-operative problem solving in response to professional and ethical issues as they arise in placement.

CWRK2000 Volunteer Management
This course will focus on providing the knowledge and co-ordination skills necessary for developing and maintaining a volunteer program for agencies providing programming for seniors. Specific topics include the philosophy of volunteerism, recruitment and selection, orientation, training and the evaluation of volunteers and volunteer programs. The course will also consider relevant legislation and accreditation standards.

CWRK2002 Field Work III
Students undertake more complex and independent tasks in supervised field placements in a variety of community work settings.

CWRK2009 Field Seminar III
Contact department for course description.

CWRK2012 Proposal Development and Funding
An introduction to the form and content of professional funding proposals for new programs and/or organizations.

CWRK2014 Community Organizing
An introduction to organizational development and popular action in both grassroots and NGO contexts. (2 hours per week.)

CWRK2016 Group Leadership
An introduction to the theory and practice of group facilitation and leadership in an inter-cultural context.

CWRK2017 Field Work IV
Students carry out advanced tasks in supervised field placements in a variety of community work settings.

CWRK2018 Field Seminar IV
An examination of project evaluation and leave taking in conjunction with co-operative problem-solving in response to professional and ethical issues as they arise in placement.

CWRK2019 Canadian Social Policy
An introduction to the major historical and current themes of Canadian social welfare policy.

CYCS1004 Introduction to Child and Youth Care
The essential skills, responsibilities and duties of the child and youth worker are studied in detail by the student.

CYCS1005 Therapeutic Foundations
Contact department for course description.

CYCS1015 Integrative Seminar I
This course is an opportunity to share experiences in field placement and issues pertaining to course work with a small, supportive peer group. Discussion of individual and common issues enables the student to understand how theory learned in the classroom relates to work with clients in the field placement.

CYCS1017 Integrative Seminar II
Contact department for course description.

CYCS1018 Field Practice I
Students learn to work therapeutically with groups of children in supervised educational settings.

CYCS1021 Therapeutic Activities I
Learn how to plan, lead and evaluate goal-directed activities focusing on the promotion of the mental health of children through activities which develop their self-esteem, and their coping and social skills. Students learn to plan and lead activities in field placement.

CYCS1022 Therapeutic Activities II
Contact department for course description.

CYCS1024 Field Practice II
Contact department for course description.

CYCS2002 Child and Youth Work Methods I
Students learn why children behave as they do in particular situations. Study focuses on specific interventions for interacting therapeutically with children in their everyday life situations and how those interventions act as vehicles to increase children's self esteem and social skills.

CYCS2005 Research Methods
Contact department for course description.

CYCS2006 Working with Families
The responsibilities and purpose of family life are addressed in Working with Families, and the course explores aspects of dysfunction within a family system, understanding the origins of dysfunctions and the need for intervention to promote healthy family development. The possibilities and options relating to family relationships along with the stresses most families encounter will also be studied.

CYCS2011 Assessment and Plans of Care
Learn the assessment and recording processes used in the field, why agencies ask that records be kept and how the information in those records is created, monitored, and updated, as well as the ways the record keeping and goal setting may vary in different settings.

CYCS2023 Child and Youth Care Methods II
In this semester, the student learns to understand their own behaviour in interacting with clients as well as understanding the client's behaviour, and develops the ability to articulate, demonstrate and document a clear and rational treatment perspective.

CYCS2024 Integrative Seminar III
See CYCS1015.

CYCS2025 Field Practice II
Work is in supervised residential settings, including facilities for young offenders, residential treatment centres, children's mental health centres and youth hostel programs. Students should be aware that they are required to work a variety of shifts and some weekends.

CYCS2026 Child and Youth Care Methods II
Contact department for course description.

CYCS2027 Integrative Seminar IV
Contact department for course description.

CYCS2028 Field Practice III
This third field placement will meet any residual goals that a student may have identified. It may be completed in a supervised day treatment setting, an educational setting or a residential setting, and will allow the student to become employable with all the requisite skills for an entry level child and youth care worker.

CYCS3005 Integrative Seminar II
See CYCS1015.

CYCS3008 Field Practice IV
Contact department for course description.

CYCS3009 Integrative Seminar II
Contact department for course description.

CYCS3010 Field Practice V
Contact department for course description.

CYCS3011 Integrative Seminar VI
Contact department for course description.

CYCS3012 Professional Issues I
Contact department for course description.

CYCS3013 Professional Issues II
Contact department for course description.

CYCS3014 Professional Issues III
Contact department for course description.

CYCS3015 Professional Issues IV
Contact department for course description.

DANC1001 Classical Ballet – Theory I
Contact department for course description.

DANC1002 Classical Ballet – Theory II
Contact department for course description.

DANC1003 Classical Ballet – Practical I
Contact department for course description.

DANC1004 Classical Ballet – Practical II
Contact department for course description.

DANC1005 Pointe I
Classes will begin with basic pointe technique, leading to intermediate and advanced pointe technique.

DANC1006 Pointe II
Contact department for course description.

DANC1007 Jazz I
This course will introduce participants to the basic elements of contemporary jazz dance, continuing on to the intermediate level.

DANC100B Jazz II
Contact department for course description.

DANC1009 Modern I
Limon based training brings students from the essential principles through basic, intermediate and advanced levels of modern dance.

DANC1010 Modern II
Contact department for course description.

DANC1011 Composition Studies I
Students are introduced to and learn to apply basic compositional elements.

DANC1012 History/Anatomy of Dance
Contact department for course description.

DANC1016 Classical Ballet – Basic I
Contact department for course description.

DANC1017 Pointe – Basic I
Contact department for course description.

DANC1018 Classical Ballet – Basic II
Contact department for course description.

DANC1019 Pointe – Basic II
Contact department for course description.

DANC1020 Vocals for Dance I
Contact department for course description.

DANC1021 Acting for Dance I
Contact department for course description.

DANC1023 Acting for Dance II
Contact department for course description.

DANC1024 Vocals for Dance II
Contact department for course description.

DANC1027 Acting for Dance III
Contact department for course description.

DANC1028 Vocals for Dance III
Contact department for course description.

DANC1029 Acting for Dance IV
Contact department for course description.

DANC1030 Vocals for Dance IV
Contact department for course description.

DANC2001 Classical Ballet – Theory III
Contact department for course description.

DANC2002 Classical Ballet – Theory IV
Contact department for course description.

DANC2003 Classical Ballet – Practical III
Contact department for course description.

DANC2004 Classical Ballet – Practical IV
Contact department for course description.

DANC2005 Pointe III
Contact department for course description.

DANC2006 Pointe IV
Contact department for course description.

DANC2007 Modern III
Contact department for course description.

DANC200B Modern IV
Contact department for course description.

DANC2009 Jazz III
Contact department for course description.

DANC2010 Jazz IV
Contact department for course description.

DENT1010 Dental Office Procedures I
The dental office administration student is introduced to the clerical duties in the dental office. Topics include appointment control, patient management, dental insurance, inventory control and bookkeeping.

DENT1013 Orientation to Radiography
This course provides the student with the principles of processing and mounting of dental radiographs.

DENT1014 Crown and Bridge I
The principles of crown and bridge construction will be studied by the dental technology student. Theory and practical experience are provided to give the student the necessary foundation to cope with the demands of efficiency and productivity in the performance of dental laboratory procedures related to crown and bridge construction.

DENT1015 Removable Partial Dentures
Covering basic removable partial denture construction, topics will include the following areas: temporary, transitional and immediate acrylic removable partial dentures.

DENT1016 Dental Office Procedures II
The dental office administration student is introduced to various software programs used in dental offices.

DENT101B Dimensions in Dental Management I
This theory course is designed to help the dental office administration student to develop an understanding of the dental profession, infection control and charting procedures.

DENT1020 Dimensions in Dental Management II
The restorative and specialized procedures are studied, and the dispensary component allows the student to observe and assist in the clinical area.

DENT1024 Community Dentistry (Denturism)
This course is designed as an introduction to the broad field of community health with emphasis on aspects of community dentistry.

DENT1025 Denturist Practice/Pre-Clinical Prosthetics
Contact department for course description.

DENT1026 Complete Denture Construction (Practical)
Students examine the basic techniques required to construct complete dentures.

DENT1027 Denturist Practice Pre-Clinical Prosthetics (Practical)
Contact department for course description.

DENT1028 Dental Materials I
Contact department for course description.

DENT1030 Orthodontics I
Orthodontics I is designed to introduce the student of dental technology to the basic techniques required to fabricate removable and fixed orthodontic appliances.

DENT1037 Dental Anatomy
Contact department for course description.

DENT1046 Dental Materials I
The Level II dental assisting student develops an understanding of the chemical and physical properties and uses of direct restorative dental materials.

DENT1047 Dental Radiography I
Dental Radiography helps the student to meet the requirements of the Healing Arts Radiation Protection Act (H.A.R.P.).

DENT104B Pre-Clinical Techniques – Theory
The study of Level II Preclinical Dental Assisting provides the student with knowledge in the evolution of the dental profession, infection control, four-handed dentistry, restorative and cosmetic dentistry, intra-oral functions and diagnostic procedures.

DENT1049 Dental Ethics and Dental Business Skills
To orientate students in the Level II program to the dental assisting profession and dentistry, this is an introduction to the structure and function of organized dentistry including the specialties within the dental field as well as current ethical principles.

DENT1050 Pre-Clinical Techniques – Practical
This practical course is designed to introduce the Dental Assisting student to Level II preclinical dental assisting. Given varied preclinical situations, the student will apply and adapt the principles of chair-side assisting with dental operators during operative dental procedures and will be introduced to Level II intra-oral functions.

DENT1051 Dental Radiography II
Through theory and clinical practice, Dental Radiography presents radiographic techniques to produce extra-oral radiographs of diagnostic value while meeting all requirements of the H.A.R.P.Act.

DENT1052 Dental Anatomy
This course is designed to introduce dental assisting students to the development, form and function of teeth and eruption chronology.

DENT1053 Dental Materials II
This course is designed to help the Level II dental assisting students develop an understanding of the chemical and physical properties and uses of indirect restorative materials such as gypsum products, impression materials and plastics.

DENT1054 Introduction to Oral Histology and Peridontology
This lecture course provides an introduction to the structures of the periodontium followed by a study of the etiology, pathogenesis treatment and prevention of the diseases of the periodontium. Local and systemic factors as well as host response to periodontal diseases will be considered. The dental assistant's role in the prevention and treatment of periodontal disease will be discussed.

DENT1055 Preventive Dentistry
Through individualized home care practice for each client, based on their particular needs, students explore the scientific basis of caries and periodontal disease and the prevention of both diseases.

DENT1056 Clinical Techniques – Theory
Dental assisting students will study the recognized dental specialties and intra-oral functions.

DENT1057 Clinical Techniques – Practical
This course is designed to provide dental assisting students with knowledge and skills in performing intra-oral functions according to current Ontario legislation.

DENT1058 Field Practice
The dental assisting student will gain experience by applying a wide range of dental assisting responsibilities in a field placement environment. Field placements or agencies include selected general, specialty and hospital practices.

DENT1060 Dental Hygiene Principles I
This is a clinical and theoretical course introducing the basic principles of the dental hygiene process of care model.

DENT1061 Dental Hygiene Principles II
This course will build on Dental Hygiene Principles I with further and continued emphasis on the basic principles of clinical dental hygiene practice procedures.

DENT1062 Dental Hygiene Clinic I
See DENT1060.

DENT1063 Dental Hygiene Clinic II
See DENT1061.

DENT1064 Dental Radiography I
Dental Radiography I is part of the dental hygiene program, and is designed to help the student to meet the requirements of the Healing Arts Radiation Protection Act (H.A.R.P.).

DENT1065 Dental Radiography II
Extra-oral radiographic techniques are presented to produce extra-oral radiographs of diagnostic value while meeting all requirements of the H.A.R.P.Act.

DENT1066 Dental Materials
Various restorative materials and products involved in the delivery of dental hygiene care are studied and demonstrated to help dental hygiene students develop an understanding of properties, manipulation and uses of direct and indirect restorative materials.

DENT1066 Dental Materials II
Contact department for course description.

DENT1067 General Histology
With special emphasis on oral tissues, this course is designed to familiarize the student with the microscopic study of cell cytology and the basic tissues of the body.

DENT1068 Oral Histology and Embryology
Having mastered the fundamentals of general histology, dental hygiene students will progress to a basic course in dental histology and embryology.

DENT1069 Periodontics I
Periodontics I is a lecture course that provides an introduction to the structures of the periodontium followed by an in-depth study of the etiology and pathogenesis of the diseases of the periodontium.

DENT1075 Community Health for the Dental Assistant
This course has been designed to introduce the dental assistant to concepts of community health, the study of oral health and the role of dental assistant in the community.

DENT1084 Lab Safety
Contact department for course description.

DENT2001 Complete Dentures I
Students will explore the basic techniques required to construct complete dentures, and will also be introduced to the safe use of applicable equipment and sterilization procedures necessary in dental technology.

DENT2002 Crown and Bridge II
This course is designed to instruct the student in the principles of crown and bridge at an intermediate level, and in dental ceramics at a basic and intermediate level.

DENT2003 Crown and Bridge and Ceramics I
The Dental Technology student is provided with the opportunity to learn the applied aspects of Crown and Bridge construction. This course also introduces the student to ceramics.

DENT2004 Cast Partial Dentures
This course will cover the basic areas of removable partial denture construction. As an auxiliary who provides an essential service to the dentist and because of the clinical limitations of the dental technologist, certain areas of the course will be theoretical.

DENT2005 Complete Dentures II
Theoretical information and practical experiences related to the construction of complete dentures will be presented to the student.

DENT2007 Denturist Practice/Partial Dentures I
Covering all phases of denture treatment, this course emphasizes biological and biomechanical information involved in the design and fabrication of removable partial dentures.

DENT2008 Denturist Practice I
This course is designed to provide the necessary theoretical information concerning the biological, physiological and psychological implications of complete denture construction. All phases of denture fabrication will be covered from initial patient contact to oral health maintenance

DENT2009 Denturist Practice/Partial Dentures II
This course covers biological and biomechanical information involved in the design and fabrication of removable partial dentures. All phases of denture treatment will be covered.

DENT2013 Radiographic Pattern Recognition
The focus of this course is to provide students with the ability to recognize normal and abnormal features on radiographs.

DENT2014 Orthodontics
The basic techniques required to fabricate removable and fixed orthodontic appliances are presented to the student of Dental Technology.

DENT2015 Removable Denture Theory
Contact department for course description.

DENT2016 Removable Denture Clinic
This course covers biological and biomechanical information involved in the design and fabrication of removable partial dentures. All phases of denture treatment will be covered.

DENT2017 Dental Hygiene Principles III
Contact department for course description.

DENT2018 Dental Hygiene Clinic III
Contact department for course description.

DENT2019 Dental Hygiene Clinic IV
Contact department for course description.

DENT2020 Advanced Concepts in Preventive Dentistry
Contact department for course description.

DENT2021 Periodontics II
Contact department for course description.

DENT2022 Dental Specialties
Contact department for course description.

DENT2028 Case Presentation
Contact department for course description.

DENT2029 Community Field Practicum I
Contact department for course description.

DENT2030 Community Field Practicum II
Contact department for course description.

DENT2031 Oral Pathology
This course provides an overview of the etiology, clinical features, management and significance of the major pathological processes effecting the oral cavity, with the exception of pulpitis and periodontal disease. The significant oral manifestations of systemic diseases are also covered.

DENT2036 Dental Hygiene Principles IV
Contact department for course description.

DENT3001 Partial Dentures
Students focus upon the construction of partial dentures.

DENT3002 Preventive Dentistry
Principles and practices of preventive dentistry are covered in this course.

DENT3003 Pre-Graduate Clinical III
Students will have the opportunity of practicing in the workplace at a private denturist clinic.

DENT3004 Denturist Practice II
This course is designed to provide the necessary theoretical information concerning the biological, physiological and psychological implications of complete denture construction. All phases of denture fabrication will be covered from initial patient contact to oral health maintenance.

DENT3005 Denturist Practice III
The treatment procedures of complete upper and lower dentures, single dentures opposing natural dentition or an existing denture, transitional and immediate dentures, overdentures, repair and relines, rebases and soft liners will be covered in this course.

DENT3006 Denturist Practice/Implant Prosthetics
Students will be exposed to all Clinical Prosthetic procedures in addition to all of the laboratory procedures necessary for the construction of implant supported or retained prosthesis.

DENT3008 Specialty Pre-Graduate Lab Experience II
This course will involve the student's exposure to the workplace environment at a commercial dental laboratory, performing the daily functions of a dental technician in the laboratory, while being exposed to a variety of positions throughout the laboratory.

DENT3010 Complete and Partial Dentures
Contact department for course description.

DENT3011 Crown and Bridge and Ceramics II
Contact department for course description.

DENT3012 Orthodontics
Contact department for course description.

DENT3013 Denturist Practice/Implant Prosthesis
Contact department for course description.

DENT4001 Functional Occlusion
This lecture and laboratory course is designed to teach the Restorative Dental Hygiene student dental anatomy, aesthetics and occlusion. Waxing projects enable the student to gain skills in reproducing the anatomy and occlusion of the dentition.

DENT4002 Pre-Clinical Restorative Techniques
Tooth morphology, cavity preparation and cavity classification are reviewed, and restorative dental techniques are taught using simulated restorative techniques on manikins.

DENT4003 Clinical Techniques (Practical)
Collaborative supervision provided by dentists and restorative dental hygienists during this clinical course offers the Restorative Dental Hygiene student clinical experience utilizing restorative dental techniques by providing care to a variety of clients.

DENT4004 Clinical Techniques (Theory)
This course offers an overview of currently available dental restorative materials and techniques.

DENT4005 Science of Dental Materials
Restorative Dental Hygiene students develop an understanding of the clinical and physical properties and applications of direct restorative dental materials. The laboratory course allows the student to manipulate the materials meeting all appropriate criteria.

DESN1005 Colour I
This is a basic course in the theory and practice of colour use as it applies to signage. Through the creation of colour wheels, value scales and colour matching exercises various colour schemes are developed and used in the production of signage projects. Subtractive colour theory based on pigments is the basis of this course.

DESN1014 History of Design
This course explores modern western images from 1800 to the present. It focuses on the important schools, movements and profiles some of the key figures and their contribution to art and design. It examines the diversity of styles that constitute modern and post modern image making. The dynamics of aesthetic and anti-aesthetic movements of the early 20th century is explored. The course investigates new image making styles and tracks the growth of popular culture.

DESN1015 Colour II
This is a second course in the theory and practice of colour use as it applies to signage. Through the creation of colour wheels, value scales and colour matching exercises various colour schemes are developed and used in the production of signage projects. Subtractive colour theory, based on pigments, is the basis of this course. The theory is applied in a variety of media: water-based paints, coloured films and substrates.

DESN1020 Design Process
This course will investigate the creative problem-solving process as it relates to visual communications. Projects challenge students to solve abstract visual problems and explore perceptions and concepts of visual creativity, with exposure to a variety of ideas and approaches. Research and investigative phases of the creative process and professional presentation techniques will be emphasized.

DESN2006 Design and Colour I
Design and colour principles are applied in a variety of specific signage situations. Considerations include: product, place, price, and promotion. Production costs become an increasingly important factor in designing and producing for commercial applications.

DESN2007 Design and Colour II
Design and colour principles are applied in a variety of specific signage situations. Considerations include: product, place, price, and promotion. Production costs become an increasingly important factor in designing and producing for commercial applications. Attention is given to point-of-purchase, architectural, vehicle marking, and integrated signage systems and to their application for identification, information and promotion.

DRFT1006 Architectural Plan Interpretation I
While examining basic drafting skills and their application to renovation construction, the course also emphasizes development of the learner's visualization and plan interpretation skills with respect to specific concepts.

DRFT1014 Jig & Fixture Design I
Jig & Fixture Design I introduces the student to jig and fixture design concepts, such as locating and clamping principles, material suitability and the use of standard components. Emphasis is placed on device design, application, function, fits and tolerances, GD&T and design projects documentation. This course is the prerequisite to Jig & Fixture Design II.

DRFT1018 Theory of Machines I
This is the first half of a two semester course. The whole course investigates static and dynamic situations that may occur in machines, and uses practical examples to illustrate solution techniques. Graphical methods of problem solving are used wherever possible. Theory of Machines I divides into three areas: the study of motion, the study of static force transmission and the study of inertia forces. Some examples that are included are cams, complex gear systems and out-of-balance systems.

DRFT1019 Theory of Machines II
As in part one, graphical methods of problem solving are used wherever possible, in this second part of a two semester course. A large part of Theory of Machines II is devoted to investigating how to balance machine items for rotation and reciprocation. Through using practical examples, such as piston engines, the student gains an understanding of component and machine design considerations for high speed applications. Other areas of study are the practical aspects of flywheel design and the effects of motion on rotating equipment.

DRFT2007 Jig & Fixture Design II
Students are offered the opportunity to explore the principles of metal cutting and tool life; effects of various types of vibration on component production; large assembly jig setups; two and three axis numerical control machine tools; automation design and the use of industrial robots; studies in the technologies of tool making and quality control and an analysis of machine tool operations (jig boring, gear shaping, gear hobbing and broaching); estimating and processing complex components using various manufacturing techniques; assembly of multiple parts by various means; plastic tooling; press-tool dies, types of construction, calculations and applications.

DRFT2014 Drafting & Blueprint Reading
Through lectures and supervised lab assignments, the student is introduced to basic drafting techniques, blueprint interpretation and modification of existing drawings.

DRFT2017 Architectural Plan Interpretation II
Developing the learner's ability to correctly read and interpret architectural drawings, the focus is on plan interpretation. Further development of drafting skills will be achieved by generating plans as specified.

ECE1005 Field Practice I
Field practice will provide a continuum of experience which gives the student the opportunity to integrate and apply theory. The student is expected to demonstrate the necessary self-awareness, attitudes and skills which will enable her/him to work competently with children, families and co-workers. All students will complete a field practice with infants or toddlers, preschoolers and school age children.

ECE1010 Field Practice II
A continuation of ECE1005.

ECE1024 Field Practice I
Field practice will provide a continuum of experience which gives the student the opportunity to integrate and apply theory. The student is expected to demonstrate the necessary self-awareness, attitudes and skills which will enable her/him to work competently with children, families and co-workers. All students will complete a field practice with infants or toddlers, preschoolers and school age children.

ECE1026 Field Practice II
A continuation of ECE 1024

ECE1039 Health, Safety and Nutrition
Contact department for course description.

ECE1040 Interpersonal Communication
Students will be introduced to interpersonal communication theory and practice as it relates to early childhood environments. Including in-class discussions and small and large group experiences that will encourage students to reflect on and identify their strengths as communicators, classes will provide students with opportunities to learn and practice communication skills. This course will also highlight cross-cultural communication.

ECE1041 — Creative Expression

Creative activities for infant, toddler, preschool, and school age children will be explored, with an emphasis on open ended, child directed experiences which are related to the whole child. The course will include classroom lectures, discussions and hands on workshops.

ECE1052 — Interpersonal Communications

See ECE1040.

ECE1056 — Foundations of ECE I

This course provides an introduction to developmentally appropriate environments, schedules and guidance for infants, toddlers, preschoolers and school age children. This importance of play-based programming will also be examined. Responsive, positive and sensitive adult-child relationships are studied as the central element of attachment, security and emotional well-being in children and the basis for developmentally appropriate curriculum. The caregivers' role in supporting a family-centred, bias free approach is examined.

ECE1069 — Health, Safety & Nutrition

This course provides the foundation for promoting health in early childhood environments. A philosophy of health promotion is used as a basis for policies and practices that support health for children, families and staff in early childhood settings. Emphasis is on the primary rights and responsibilities of parents, and attention is given to health issues in a cross-cultural context, as well as the scope and limitations of the caregiver's role in health, safety and nutrition. Child abuse legislation is covered, outlining the caregiver's mandated responsibilities in documenting and reporting suspicions of child abuse.

ECE1070 — Interpersonal Communication

See ECE1040.

ECE1071 — Creative Expression

See ECE 1041.

ECE1073 — Creative Play Workshops

These workshops will provide students with hands-on experiences that will enhance their skills in working with young children. Students will engage in a variety of activities such as sensory experiences, music, movement, storytelling and drama.

ECE1074 — Observation, Planning and Evaluation

This course will examine and practice observation, planning and evaluation of programs for young children while students are in Field Practice. Students will review and reflect on their field experience for relevant examples of child development and early childhood practice. Field experience will be analyzed by applying theory to practice.

ECE1075 — Foundations of ECE II

This course is a continuation of Foundations of Early Childhood Education Part I. It provides an introduction to developmentally appropriate environments, schedules and guidance for infants, toddlers, preschoolers and school age children. The importance of play-based programming will also be examined. Responsive, positive and sensitive adult-child relationships are studied as the central element of attachment, security and emotional well-being in children and the basis, for developmentally appropriate curriculum. The caregivers' role in supporting a family-centred, bias free approach is examined.

ECE1076 — Observation, Planning and Evaluation

See ECE1074.

ECE1077 — Creative Play Workshops

See ECE1073.

ECE1078 — Observation, Planning and Evaluation

Contact department for course description.

ECE2014 — Field Practice III

See ECE1005: A continuation of ECE 1024

ECE2017 — Field Practice IV

See ECE1005: A continuation of ECE 1024

ECE2028 — Children with Special Needs

In this course students will identify categories of special needs and resources available to support children with special needs and their families. Issues such as inclusion and labelling will be examined. To support students in responding to the developmental needs of all children, topics such as early identification, the assessment process and individual program planning will be addressed. Partnerships with family and community professionals as well as the role of observation will be an ongoing focus of this course.

ECE2029 — Working with Families

This course lays the foundation for establishing inclusive family/ teacher partnerships in early childhood settings. Issues related to the changing nature of families and work and family life are discussed. Students will examine strategies for formal and informal communication with parents, program policies, diversity in family structures and communication styles, and community resources. Ways of constructing welcoming environments and how to actively involve families are also examined.

ECE2045 — Curriculum Development

This course provides a framework for the design of curriculum based on the knowledge of child development, family, community and culture. The role of environments in early childhood curriculum will be examined by studying a variety of indoor and outdoor settings for young children. Infant, toddler, preschool and school age curriculum is examined with an emphasis on current research, theory and quality indicators.

ECE2046 — Policy, Advocacy and Legislation

This course orients students to advocacy and professionalism, as well as the administration of environments in early childhood settings. The course examines the legislative and policy framework under which early childhood services in Canada operate. Opportunities to discuss social policy and current initiatives at the local, provincial and federal levels and their implications for the early childhood education field are provided. Topics examined include the role of the early childhood professional, staff and volunteers, the identification of supports and other relevant professional issues.

ECE2047 — Curriculum Development

See ECE2045.

ECE2048 — Policy, Advocacy and Legislation

See ECE2046.

ECE2049 — Children with Special Needs

Contact department for course description.

ECE2050 — Working with Families

See ECE2029.

ELCL1005 — Direct Current Machines

Theory followed by demonstrations and supervised labs introduce the student to the principles and fundamentals of direct current machines, their construction, use and different types of connections possible to obtain the required characteristics for special applications.

ELCL1020 — DC Circuits

Introducing the student to the fundamental concepts of DC electricity, and starting with the physics of the atom, the student will be led through Ohm's laws and the physical properties of resistance and materials. The behavior of resistance in series, parallel and combined series parallel circuits will be investigated along with an introduction to selected methods of circuit analysis and Kirchoff's laws.

ELCL1021 — DC Applications

To build on the concepts and principles learned in the Basic Circuit Theory course, selected network reduction and network analysis techniques are examined. The effects of reactive components such as capacitance and inductance will be investigated both alone and in combination with each other and with resistance. The effects of time and transient conditions will be introduced and a relationship between time and reactive circuits will be established.

ELCL1022 — DC Circuits Lab

A series of experiments will be performed by the student to both investigate the phenomena introduced by the related theory courses and to reinforce the learning process for that theory. The selection, connection and reading of measuring instruments will be taught along with an introduction to analytical and recording skills. The course has a self directed component and the student will be required to submit reports on completed experiments.

ELCL1023 — AC Circuits

Alternating current plays an important role in electronics. Therefore, this course starts with an explanation of the generation of the AC signal and the various ways of representing the waveforms, including the effects of capacitance and inductance which results in impedance.

ELCL1024 — AC Circuit Applications

The operation and construction of a transformer and its many uses in AC are discussed, applying appropriate calculations for determining turns ratio, voltage ratio, current ratio and impedance ratio.

ELCL1025 — AC Circuits Lab

This course reinforces the theory portion of the second semester. The proper use of measuring and prototyping equipment is stressed. Computer-aided analysis and design is used to complement the labs and allow the student the freedom to experiment independently.

ELCL1026 — Semiconductor Devices

Students will discover the qualitative and quantitative analysis of semiconductors and diode principles, semiconductor bipolar junction transistors, amplifier biasing and small signal analysis of all configurations and cascaded amplifiers. Field effect transistor biasing only.

ELCL1027 — Semiconductor Applications

Qualitative and quantitative analysis of frequency response and bode plot of BJT amplifiers are studied, along with compound configurations, power amplifiers, classification and circuit devices. SCR's, diacs, triacs and circuits, operational amplifiers, inverters, non-inverters, summers, active filters and specifications.

ELCL1028 — Electrical Fundamentals

This course introduces the required electrical and electronic fundamentals for the mechanical engineering technicians and technologists. The course includes the following topics: basic concepts and laws of electricity, series and parallel circuits, magnetism, capacitance and capacitors, inductance and inductors, fundamentals of semiconductors and digital electronics.

ELCL1031 — Electronics Fundamentals I

This course introduces the student to the fundamental concepts of DC and AC electricity starting with the basic physics of the atom. The student will be led through physical laws and properties of materials used for electronic components. Students will also examine various ways of representing the waveforms including the effects' resistance, capacitance, inductance and impedance concept. These concepts will be reinforced through appropriate lab exercises.

ELCL1032 — Components and Printed Circuit Boards

This course provides the student with an appreciation of the nature and special requirements of the electronic components used in manufacturing Surface Mount Printed Circuit Boards. Traditional through-hole components are reviewed and then compared to the forms used for modern surface mount boards. Common components such as resistors, capacitors and inductors are discussed from internal and external viewpoint, and heat dissipation, special-handling procedures and component protection are also discussed. An introduction to the special packaging and bond requirements of integrated circuits is provided, along with an explanation of bonding structures unique to the industry.

ELCL1033 — Electronic Fundamentals II

This course will introduce students to semiconductor devices such as diodes, transistors, silicon-controlled rectifiers, triacs and diacs and their application in circuits. Operational amplifiers and their use in regulated power supplies and other modern electronic systems are also covered. A lab exercise to introduce the student to the construction of a simple printed circuit board using modern integrated circuits is also part of the course.

ELCL1034 — Electrical Fundamentals

Contact department for course description.

ELCL1035 — Industrial Electronics

Contact department for course description.

ELCL2002 — Wiring Methods and Code

Wiring Methods and Code provides an overview of the Canadian/Ontario Electrical Safety Code and prepares the student for the installation of electrical equipment and wiring in cabinets, vaults, buildings and industrial installations. Topics covered include: wiring methods, including conduit, non-metallic sheathed cable, armoured cable, mineral insulated cables, aluminium sheathed cable, busways and wireways, services, devices, fixtures, motors, equipment and wiring methods in hazardous locations, and electrical safety code applications.

ELCL2006 — Technical Report

Continuing the report writing course taken during the third semester, the students will choose a topic from a list, will research that topic and write a technical report of some 2500 words in length. The report will be graded based on its presentation, technical content and the research involved.

ELCL2007 — Alternating Current Machines

Theory, followed by demonstrations and supervised labs, introduces the student to the construction, operation, use and role of A.C. machines used in the electrical industry such as salient and non salient synchronous alternators, synchronous motors, squirrel cage induction motors, wound rotor induction motors and transformers.

ELCL2008 — Electrical Distribution Systems

This introduction to the electric power system gives an overall view of the planning, design, construction and operation of generation, transmission and distribution systems. By practical hands-on experiments, the operation of the system is explained with particular emphasis devoted to the performance of tests and calculations, and the analysis of results leading to the determination of the systems operating characteristics.

ELCL2009 — Discrete Amplification

The basic transistor amplifier is developed into multistage amplifiers with special consideration given to coupling techniques and the resultant effects on frequency response, loading and distortion. Power amplifier configurations are discussed, including techniques for coupling to a loudspeaker.

ELCL2010 — Digital Systems

This course shows how the binary system is applied to the development of all digital circuits: AND/OR gates, NAND/NOR gates, flip flops, registers and counters. Encoding, decoding, multiplexing and demultiplexing are more advanced subjects in this course and are applied to typical digital systems; frequency counters, clocks and digital clocks.

ELCL2011 — Electric Machine Control

Intended for students in the technician and technology programs, Electric Machine Control provides an understanding of the practices and understanding of the principles employed in the motor control field. It includes topics such as manual, magnetic and electronic control devices. Theory is followed by demonstrations and supervised labs.

ELCL2012 — Introduction to PLCs

The student will build on motor control skills using the industry standard Programmable Logic Controller (PLC) and will learn to program timing functions in addition to manual relay control. The student will also be introduced to troubleshooting and installation techniques.

ELCL2013 — Component Placement

Students are introduced to the concepts of ball grid array (BGA), column grid array (CGA), and quad flat pack (QFP). Product-specific issues such as placement of RF components, integrating systems of multiple technologies as well as reliability and redundancy are covered. An introduction to Gerber files and Computer-Aided-Design (CAD) are also covered.

ELCL2014 — Manufacturing Techniques

This course provides a comprehensive theoretical and applied foundation in electronic interconnection methods, including hand soldering techniques, solder paste and re-flow techniques, wave-solder methods, and adhesive chemical methods as they relate to the standard, integrated circuit and other specialized components connections. Ball Grid Array and Column Grid Array connection considerations for large pin-out devices are also covered. Issues related to the placement and interconnecting of cables on a board, and fiber optic connection techniques are also covered.

ELCL3012 — Computer Programming I

Contact department for course description.

ELCL3019 — Measurement Sensors I

Contact department for course description.

ELCL3020 — Industrial Controls

Contact department for course description.

ELCL3021 — Introduction to PLCs

Contact department for course description.

ELCL3022 — Measurement Sensors II

Contact department for course description.

ELCL3023 — Data Acquisition and Control Systems

Contact department for course description.

ELCL3024 — DC and AC Motors

Contact department for course description.

ELCL3025 — Embedded Controls

Contact department for course description.

ELCL3026 — Process Control Systems

Contact department for course description.

ELCL3027 — Computer Programming II

Contact department for course description.

ELCL3028 — Specifications, Prints and Print Reading

Contact department for course description.

ELCL3029 — Pneumatic and Hydraulic Controls

Contact department for course description.

ELCL3030 — Advanced PLC Systems

Contact department for course description.

ELCL3031 — Computers in Industrial Automation

Contact department for course description.

ELCL3032 — Motion Controls

Contact department for course description.

ELCL3033 — Electrical Drafting/Design

Contact department for course description.

ELCL3034 — Electrical Power Transmission

Contact department for course description.

ELCL3035 — Industrial Electronics

Contact department for course description.

ELCL3036 — Industrial Control Systems

Contact department for course description.

ELCL3037 — Process Controls and Sensors

Contact department for course description.

ELCL3038 — Programmable Manipulators I

Contact department for course description.

ELCL3039 — Advanced Industrial Control Systems

Contact department for course description.

ELCL3056 — Statistics for Microelectronics I

This introductory statistics course focuses on frequency distribution, probability, and the use of statistics for testing. Special emphasis is made on those topics that relate to microelectronic manufacturing.

ELCL3057 — Rework Procedures

This course develops the knowledge and skills required operating hot-air rework equipment, carrying out rework procedures, and performing modifications on a Surface Mount Board.

ELCL3058 — Facilities Layout and Flow

This course examines the specialized requirements for facilities designed to support Surface Mount manufacturing operations. Environmental considerations such as contamination and air-borne particulate control, temperature and humidity; architectural issues of material selection, lighting and sound levels are also covered. Specialized electrical system requirements are considered as well as aspects of proper facilities layout for process flow and safety.

ELCL3059 — Machine Elements

Students will learn about die and machine design principles at an introductory level and will use these concepts for the design of automated devices. Students will also learn about automated manufacturing systems including handling and transfer equipment and industrial robots.

ELCL3060 — Manufacturing Models and Production Control

This course examines some of the important aspects of managing a facility. It looks at methods of controlling manufacturing activities such as assessing facility production and capability, determining incoming material inventory stock levels for Just In Time (JIT) and KANBAN manufacturing, and assessing facility operating costs and staffing needs. Concepts of Total Quality Management (TQM) are also introduced as well as the planning of complete production projects through an introduction to project management software packages.

ELCL3061 — Technical Proposal

This course provides students with instruction, guidance, and preparation needed to produce a technical proposal. Course content includes proposal development, research techniques, and documentation and proposal writing. The technical proposal provides the foundation for the eventual completion of the microelectronics project.

ELCL3062 — Statistics for Experimental Design

This course is a continuation of Statistics for Microelectronics. It develops the statistical concepts so that they are applicable for industrial experiments. The topics include decision theory, modeling, simulation and the design of experiments.

ELCL3063 — Statistical Process Control (SPC) and Test Methodologies

This course addresses two aspects of measuring process and product quality. The first part addresses the methods of data collection and the use of Statistical Process Control (SPC) in evaluating process robustness and stability and prescribing corrective actions. The second part details the process of finished product testing. Methods of analysis and corrective action, along with an evaluation of testing and measurement equipment are covered. The use of Design of Experiments (DOE) in addressing quality issues is also presented.

ELCL3064 — Preventative Maintenance I

This introductory course examines the implementation of a maintenance program for process equipment in a Surface Mount Manufacturing facility. The course covers issues including assessing equipment weaknesses, calibrating tools, defining critical spare parts inventory, and planning and implementing major shutdowns.

ELCL3065 — Technical Report

This course continues to prepare the student to deliver a professional technical presentation. It introduces the students to current presentation aids and techniques and provides the opportunity to give an oral presentation on a complex technical issue. It provides a non-adversarial environment for the student to present research to his/her peers and industry advisors prior to entering the labor market.

ELCL3066 — Microelectronics Project

This course is designed to provide the student with an opportunity to engage in industry activities prior to him/her leaving the learning environment. The student in his/her graduating semester is required to enter into a project reflective of work that he/she might reasonably expect to do within the first year of entering into his/her chosen profession. The project is developed and approved by both his/her faculty and industry advisor. The work is carried out either at the industry manufacturing facility or the college's prototype facility depending on resource availability at the time. The project culminates in the delivery of a technical presentation that reflects his/her research abilities.

ELECT — Elective

Contact department for course description.

ELNC1012 — Fundamentals of Electronics

This course presents the fundamental concepts of electricity and electronics and then provides concrete applications of electronics to the manufacture of Surface Mount Printed Circuit Boards.

ELNC1012 — Electronics for Microelectronics Manufacturing

Contact department for course description.

ELNC1013 — Fundamentals of Surface Mount Technology

This course covers the evolution of surface mount technology from traditional through-hole printed circuit cards to mixed technology and full double-sided surface mount circuit cards, including planning and preparation procedures required to run a surface mount assembly process.

ELNC1014 — Component Handling and Manual Assembly

Students learn to handle electronic and mechanical components including excising, installing into carrier tapes and performing SMD leads for assembly. Students also use, maintain and store soldering stations and related tools (manual soldering) and perform manual surface mount assembly, touchup and rework.

ELNC1015 — Process Equipment Operations I

This course develops the knowledge and skills required to use surface mount technology process equipment. Students learn to operate, monitor, control, maintain and troubleshoot SMT equipment. Stencil printers and placement pick and place) equipment are covered in this course. Students learn to operate the equipment in the prototype lab.

ELNC1016 — Computer Environment/Operation Basics

This course focuses on computer applications that are specific to a microelectronics manufacturing environment including: operating control consoles, using information systems/process control and creating, manipulating, storing and transferring information in both stand-alone and networked environments.

ELNC1017 — Operation of Surface Mount Soldering Equipment

This course develops the knowledge and skills required to operate and maintain solder reflow oven equipment and wave soldering stations. Students learn to monitor, control and troubleshoot the surface mount soldering process.

ELNC1018 — Placement Operations

This course develops the knowledge and skills required to operate and to maintain placement (pick and place) equipment. Students learn to monitor, control and troubleshoot placement equipment.

ELNC1019 — Stencil Printing Operations

This course develops the knowledge and skills required to operate and to maintain stencil printing and materials dispensing equipment. Students learn to monitor, control and troubleshoot the stencil printing and adhesive dispensing process.

ELNC1020 — Rework Procedures for Surface Mount Boards

This course develops the knowledge and skills required to operate hot-air rework equipment, carry out rework procedures, and perform modifications on a surface mount, printed circuit board assembly.

ELNC1027 — Electronic Circuit and Devices

Contact department for course description.

ELNC2053 — Filters and Resonance

This course introduces the properties and applications of passive filters and resonant circuits. Analysis and design of low-pass, high-pass, band-pass and band-reject filters are covered and reinforced with computer simulation.

ELNC2054 — Amplifier Circuits

The basic transistor amplifier is developed into multistage amplifiers with special consideration given to coupling techniques and the resultant effects on frequency response, loading and distortion. Power amplifier configurations are discussed, including techniques used for coupling to a loudspeaker.

ELNC2055 — Analog Laboratory

Filter circuits are constructed and bandpass or notch frequency characteristics measured and plotted. Various configurations of simple transistor amplifiers are constructed and tested for gain, distortion and frequency response. Practice is given in determining faulty components in a malfunctioning transistor amplifier stage.

ELNC2056 — Digital Circuits

Participants will learn how the binary system is applied to the development of all digital circuits; and/or gates, nand/nor gates, flip flops, registers and counters. Encoding, decoding, multiplexing and demultiplexing are more advanced subjects in this course and are applied to typical digital systems: frequency counters, clocks, and digital clocks.

ELNC2057 — Operational Amps and Applications

This course covers the basic properties of an Operational Amplifier. Functional amplifier configurations for inverting, non-inverting, summing, difference, integrating, differentiating and comparing are developed and applications of each are discussed. Frequency response limitations and causes of distortion are presented. The use of op-amps in waveform generation is also introduced.

ELNC2058 — Linear and Digital Labs

Various operational amplifier configurations are constructed, and gain, distortion and frequency response are measured. The operation and characteristics of current digital integrated circuits are investigated using oscilloscope and logic probe. Basic digital circuits are combined to form practical digital systems. Op-amps and digital circuits may be combined to demonstrate pulse and waveform generation and signal conditioning.

ELNC2059 — Operational Amplifier Circuit Design

This subject covers the properties and applications of the OP AMP with emphasis on design. Topics include: summing and instrumentation amplifiers, integrators, differentiators, comparators, limiters and active filters.

ELNC2061 — Embedded Control Systems

The student will be introduced to the design and applications of embedded controllers. Based on the 68hx series of controllers, the course covers assemblers/cross assemblers and basic interface design (hardware and software).

ELNC2062 — Assembler & C Programming

The student will examine the Intel family of microprocessors and some of its instruction set through the use of assembly language programming. 'C' programming is also introduced which will give the student the ability to marry the hardware application to a comfortable user interface.

ELNC2063 — Microprocessors and Embedded Controllers

Functional digital components are used as the building blocks of a microcomputer. Emphasis is placed on the microprocessor and bus cycle activity involved in fetching and executing program instructions. The student will write and run machine/assembly language programs for simple data manipulation and I/O activities. The fundamental concepts of microcomputers are applied to dedicated/embedded controllers used in many current electronic systems. Using microcomputers and embedded controllers, the student will acquire hands on experience in programming and interfacing.

ELNC2064 — Video Systems

Beginning with the video camera operation, the course progresses to the principles of B&W and colour monitors, composite video signal, RGB signal, video amplifiers and sweep circuits.

ELNC2065 — Surface Mount Technology and Lab

Initially, students learn to solder, then they are introduced to the proper techniques of removing and replacing Surface Mount Devices (SMD). In addition, students gain knowledge in selecting, using and maintaining a variety of special soldering and de-soldering tools and equipment.

ELNC2066 — Electronic Communications

The theory of operation of tuned RF amplifiers, basic oscillators, PPLs, AM/FM SSB transmitter and receiver circuits will be discussed. A qualitative coverage of basic antenna and transmission line principles will be included.

ELNC2067 — Fundamentals of Process Equipment Systems

This course introduces students to electromechanical, servomotor-controlled, pneumatic and heating systems used in Surface Mount Technology. Programmable logic controllers are covered from hardware and software perspectives, and individual components and subsystems using the technology are discussed in terms of their use in developing process equipment. Industry-specific process equipment subsystems such as reel feeders, re-flow ovens, and wave solder stations, are used as examples and investigated in the prototype lab. This course sets the groundwork for later studies into equipment operation and maintenance.

ELNC2068 — Process Equipment Operations II – Interconnect Technologies

Building on Process Equipment Operations I, this course develops the knowledge and skills required to use solder re-work, wave soldering and material dispensing equipment. Issues learned in Component Placement are applied in this course, and students also learn to operate, monitor, control, and maintain equipment.

ELNC3031 — Thesis Project: Design & Fabrication

Contact department for course description

ENGL1003 — (test results indicate that student requires basic grammar) Pass or Fail

This preparatory course focuses on written and oral communication.

ENGL1003 — English Skills

Contact department for course description.

ENGL1003 — English Foundation

Contact department for course description.

ENGL1013 — Essential English Grammar I

This course concentrates on all areas of grammar, punctuation and diction. Students will learn to identify and apply the principles of grammar, punctuation and diction, and to generate grammatically correct sentences.

ENGL7028 — English (Level 2)

See ENGL7008.

ENGL7028 — LBS Level 3

Contact department for course description.

ENGL7030 — English (Level 3)

See ENGL7010.

ENGL7031 — English (Level 4)

See ENGL7007.

ENGL7065 — English (LBS Level I)

See ENGL7007.

ENGL7066 — English LBS Level 2

Contact department for course description.

ENGL7067 — Non-Credit English

Contact department for course description.

ENVR1001 — Environmental Science 1

The basic ecological concepts that govern the natural world are explored through the analysis of the "cause and effect" relationships underlying environmental issues. In addition to the many ways in which humans affect the environment, concerns such as overpopulation, energy production and pollution will be examined and possible solutions discussed.

EPID2001 — Epidemiology

Epidemiology is a basic foundation for hospital statistics and utilization review activities. The in-depth knowledge of disease distribution and disease etiology will continuously apply to operations of health information system. Compiling a variety of hospital data will be done to develop epidemiologic reports, data analyses and participation in clinical trials.

ESL7101 — Integrated Skills I

Contact department for course description.

ESL7102 — Integrated Skills II

Contact department for course description.

ESL7103 — Integrated Skills III

Contact department for course description.

ESL7104 — Level 4 Speaking

Contact department for course description.

ESL7105 — Level 4 Listening

Contact department for course description.

ESL7106 — Level 4 Writing

Contact department for course description.

ESL7107 — Level 4 Reading

Contact department for course description.

ESL710B — Level 5 Speaking

Contact department for course description.

ESL7109 — Level 5 Listening

Contact department for course description.

ESL7110 — Level 5 Writing

Contact department for course description.

ESL7111 — Level 5 Reading

Contact department for course description.

ESL7112 — Level 6 Speaking

Contact department for course description.

ESL7113 — Level 6 Listening

Contact department for course description.

ESL7114 — Level 6 Writing

Contact department for course description.

ESL7115 — Level 6 Reading

Contact department for course description.

ESL7116 — Level 7 Speaking

Contact department for course description.

ESL7117 — Level 7 Listening

Contact department for course description.

ESL7118 — Level 7 Writing

Contact department for course description.

ESL7119 — Level 7 Reading

Contact department for course description.

ESL7120 — Level B Speaking

Contact department for course description.

ESL7121 — Level B Listening

Contact department for course description.

ESL7122 — Level B Writing

Contact department for course description.

ESL7123 — Level B Reading

Contact department for course description.

FASH1001 Computer Grading and Marker Making
On the AccuMark computer system, students will acquire the skills for computer grading and marker making through theory lectures, practical demonstrations and hands on experience. Prerequisite: B+ average or better in FASH1042.

FASH1002 Pattern Drafting System
This is an introductory course in computer pattern drafting that will provide students with an awareness of the AccuMark computer system and the PDS 2000 tools needed to create patterns accurately and efficiently. Prerequisite: B+ average or better in first year pattern drafting.

FASH1006 Fashion Merchandising I
Fashion Merchandising I is an introductory course, including theoretical and practical concepts that acquaint students with the fundamentals of fashion and merchandising.

FASH1008 Visual Merchandising
Classes will focus on the planning, designing and merchandising of a fashion store to reflect its marketing personality. Prerequisite: FASH1007.

FASH1014 Colour/Design
This course introduces modern colour theory, colour interaction and the application of colour theory to garment design with respect to basic design principles.

FASH1030 Fabrics I
An introduction to the textile industry, the objective of the course is to ensure that any student wishing to enter the fashion industry will be cognizant of the types of textiles used in design and manufacture of apparel. It details the industry structure and the components of textiles: fibre, yarn, fabric, construction, colour application and fabric finishes.

FASH1031 Fabric Analysis II
Focusing on the interpretation of textile structure and properties on fashion products, fabric swatches are analyzed for end use applications and suitability. Prerequisite: FASH1030.

FASH1033 Technical Illustration
Although this is not an "art" drawing course, students learn how to illustrate garment ideas with all necessary technical details in a simple and clear image, allowing a pattern maker to easily understand and interpret.

FASH1042 Grading Blocks
Students will be introduced to the industrial method of generating multi-sized production patterns from one standard size garment form. Master patterns (blocks) are used to help students to become more familiar with the grading machines and the mechanics of grading.

FASH1045 Practical Work Experience
During the Practical Work Experience of 8 weeks (320 hours), the student will work in the industry with the objective of applying theoretical knowledge in an apparel business environment.

FASH1046 Pattern & CAD Technologies
This course focuses on the purpose and function of pattern generation as related to apparel production. It includes an introduction to contemporary computer aided design.

FASH1052 Apparel Manufacturing
This subject introduces the student to the concepts of apparel production, industry structure, organization of apparel firms, and the special economic climate of the fashion industry.

FASH1061 Torso Drafting
A continuation of FASH1115, this course demonstrates the more complex pattern manipulations for blouse styling. This includes drafting of set-in sleeves, collars, basic dart shaping and simple body detail. Prerequisite: Semester 1 Drafting.

FASH1063 Garment Construction II
Personally designed skirts, pants and blouses will be produced in fashion fabrics adhering to industry standards. Prerequisite: Semester 1 Sewing and Drafting. Co-requisite: FASH1060, FASH1061, FASH1062.

FASH1066 Apparel Sourcing
An introductory course addressing the scope and nature of apparel sourcing, major sourcing options available to the apparel producer and fashion retailer are examined in detail. Prerequisite FASH1030.

FASH106B Apparel Buying Simulation
This course bridges the gap between the principles of fashion buying and mathematical formulas and concepts. Prerequisite: FASH2003.

FASH1107 Fabric Science
Students will study the various aspects of fabrics and their relationship to apparel design.

FASH1114 Apparel Technology & Construction
This course will provide Fashion Management Students with systemsic approach to evaluating apparel production operations such as cutting room planning and garment construction processes.

FASH1115 Fundamental Pattern Drafting
The basic methods of pattern manipulation regarding darts, seams and other fundamental styling details are taught in relation to skirt and pant designs.

FASH1116 Elements of Construction I
Students are trained in the operation of industrial power sewing machines. By means of demonstrations and practice on muslin samples, sewing techniques for style details used on skirts and pants are examined.

FASH1117 Elements of Construction II
Students learn sewing techniques for skirts, pants and blouses, through demonstrations and practice on fashion fabric garments in the sewing labs.

FASH2003 Fashion Buying
This course emphasizes the current practices and procedures used in fashion buying and merchandising. Prerequisite: FASH1006.

FASH2004 Apparel Marketing
Through this introduction to modern marketing functions, principles and concepts, class participants will examine how these theories are applied in actual marketing management practice in the apparel industry.

FASH2007 Product Development, Costing & CAD Computer Based Class 3A and 4B
In this course a number of concepts and skills will be combined. The students will develop product concepts using typical industry Cad equipment and specific industry software. They will determine Material requirements; detailed methods of construction, and the costing associated will the production of the product from concept to consumer.

FASH200B Apparel Marketing Advanced
This course is a continuation of the study of marketing in the apparel industry with a focus on more advanced marketing principles and concepts. Prerequisite: FASH2004.

FASH2027 Textile Laboratory Testing
This course is focusing on textile testing and performance expectations. The Textile Lab will be heavily used to conduct tests on textiles and the results will be interpreted by comparing them to industry standards.Prerequisites FASH 1030, FASH 1031.

FASH2034 Pattern Grading
A continuation of FASH1042, Pattern Grading will lead class participants to grade production patterns on manual grading machines as required by a design team. Prerequisite: FASH1042.

FASH203B Advanced Torso Drafting
Students examine mass production drafting, including body shaping, raglan and kimono sleeves and tailored collars used in day dress styling. Also, students explore the drafting methods used in styling evening dresses, including advanced styled necklines, cowls and cutouts. Prerequisite: FASH1061.

FASH2039 Elements of Construction III & Garment Constructuion
In the sewing lab, students learn the professional sewing techniques for details of dresses and tailored garments through demonstrations and samples. Prerequisite: Semester 2 sewing courses.

FASH2044 Master Pattern Study
As an advanced comparison study of different sets of torso blocks, this course may include drafting and/or draping body blocks, copying a finished garment, drafting knits and/or bias body styles. Prerequisite: FASH2038

FASH2045 Dress Style Development
Consulting with the teacher in the sewing lab, original day or evening dress styles will be constructed to first sample professional standards in fashion fabric on industrial equipment. Prerequisite: Semester 3 Sewing and Drafting. Co-requisite: FASH2047.

FASH2046 Coat/Jacket Style Development
Working in the sewing lab under consultation with the teacher, class participants "build" their original designs of lined coats and jackets to first sample completion using industrial equipment. Prerequisite: Semester 3 Sewing. Co-requisite: FASH2043,FASH2044

FASH204B Textile Manufacturing and Industry Visits
In this course the focus is on textile manufacturing. Visits to manufacturing firms will be interwoven with fabric structure research. Rerequisites: FASH 1030, FASH 1031, FASH 2027.

FASH2050 Draping
Basic techniques of creating garments through pinning/cutting directly into fabric will be explored. Six or more basic draping demos will lead to students' individual designs on the dress form.

FASH2051 Advanced Drafting
This advanced drafting course demonstrates the three-layer construction of coats and jackets. Included are advanced collars and cut-in-one sleeves. Prerequisite: FASH1061.

FASH2053 Men's Pattern Drafting
In this course, students will learn how to develop blocks for basic men's pants, shirt and vest. Using these blocks, student will learn how to develop some styling details related to men's wear.

FASH2054 Portfolio Development
In this course, students will learn to develop a professional portfolio, which will enable them to market their skills when applying for jobs or advanced studies.

FIN1001 Canadian Securities
Contact department for course description.

FIN1002 Canadian Securities II
This course examines common and preferred shares; factors affecting securities prices; buying and selling equities, mining and oil securities, special types of securities, tax laws and the investor, building and managing an investment portfolio.

FIN1003 The Financial Services Industry in Canada
This course examines the various types of financial firms in Canada, including financial planning firms, discount brokerage, the mutual fund industry, banking and insurance. The competitive position and challenges facing various types of financial services firms will be reviewed in order for students to better understand the employment opportunities and skills required for career development. Representatives from the various sectors within the financial industry will be invited to address the class.

FIN1003 Financial Systems in Canada
Contact department for course description.

FIN1008 Money, Banking and Finance
Contact department for course description.

FIN1011 Fundamentals of Financial Planning
Fundamentals of Financial Planning covers the basic principles of personal financial planning, introducing students to the concepts of the financial planning process, investment planning, money management and budgeting techniques, debt management and credit, risk management and insurance, retirement planning, tax planning, and estate planning.

FIN1012 Financial Systems in Canada
Contact department for course description.

FIN2003 Money Management and Application Software
Students learn expanded money management techniques and apply the knowledge they gained from Fundamentals of Financial Planning to specific case studies. Students learn to then apply that knowledge with the aid of money management and budgeting software.

FIN2004 Retirement and Estate Planning
Introduces the general aspects of retirement planning, including pensions, annuities and investment products. The estate planning portion of the course focuses on how to effectively distribute assets to heirs after retirement needs have been met. Equivalent: FIN2017. Prerequisite: Successful completion of the Canadian Securities Course.

FIN2005 Taxation for Financial Planners
Students learn specific income tax issues related to personal financial planning, and apply the knowledge they gained from ACCT2028. This course deals at length with taxation of retirement and pension funds, as well as the taxation of trusts and estates.

FIN2005 Income Tax Planning
Contact department for course description.

FIN2007 Investment Planning
This course focuses on the mix of assets that would provide the most satisfactory solution to meeting a long term set of financial goals. The concept of asset allocation is discussed. Historical returns on various types of assets and the implications of these returns are examined.

FIN200B Advanced Financial Planning Practice and Ethics
This course, designed around financial planning cases, allows the students to demonstrate the knowledge they have gained in other financial planning courses to a comprehensive case study. Budgeting, risk management, tax planning, retirement planning, estate planning and investment planning are all used in the completion of this case study course. In addition, professional ethics are addressed.

FIN2013 Field Placement
This course introduces the student to the workplace setting through field placement.

FIN2014 Field Placement
This course is a continuation of FIN2013.

FIN2020 Derivative Investment Products I
An introduction to futures, forward and options. Examines the features and benefits of each derivative product. Particular attention is paid to the uses and risks of derivative strategies. Equivalent: FIN1010. Prerequisite: Successful completion of the Canadian Securities Course.

FIN2021 Derivative Investment Products II
An introduction to options. Examines the features and benefits of options. Particular attention is paid to the uses and risks of option strategies. Equivalent: FIN2018. Prerequisite: Successful completion of the Canadian Securities Course.

FIN2023 Risk Management, Insurance and Estate Planning
Contact department for course description.

FIN2024 Investment Management Techniques
This course, offered in association with the Canadian Securities Institute, addresses the investment management process, investment and portfolio theory, investment styles and approaches. It builds on knowledge learned in the area of the risk/return trade-off. Investment analysis, in-depth investment products, global markets, portfolio performance measurement and client service are also covered.

FIN2025 Portfolio Management Techniques
This course, offered in association with the Canadian Securities Institute, covers equity and bond portfolio management, international investing, investing in real estate, advanced asset allocation strategies and advanced performance appraisal issues.

FIN2026 Derivatives Fundamentals
Contact department for course description.

FIN2027 Options
Contact department for course description.

FIN202B Futures
Contact department for course description.

FIN2029 Small Business Taxation
Students learn taxation issues specific to the small businessperson. Topics include salary/dividend mix, taxation of family trusts and estate freezes are discussed.

FIN2030 Insurance and Estate Planning for Small Business
This course builds on the topics covered in FIN2006, and focuses on the issues from the perspective of the small businessperson. Issues such as key person insurance, estate preservation techniques, estate freezes, and disability insurance are covered in detail.

FIN2031 Financial Products and Services
Contact department for course description.

FIN2032 Bank Systems and Practices
Contact department for course description.

FIN2033 Introduction to Bank Financial Management
Contact department for course description.

FIN2034 Investment Funds in Canada
Contact department for course description.

FIN2035 Consumer Behaviour and Financial Needs
Contact department for course description.

FIN2036 Introduction to Estate Administration
Contact department for course description.

FIN2037 Estate Asset Management
Contact department for course description.

FIN203B Advanced Trust Law
Contact department for course description.

FIN2039 Trust Services in Canada: An Overview
Contact department for course description.

FIN2063 Risk Management and Estate Planning
Contact department for course description.

FIN4001 Banking and Finance
In this course the student is introduced to the study of international trade as it is affected by international banking relations and other aspects of financing trade between countries: interest rates, balance of payments, exchange rates. It covers the process of financing international trade, and includes the study of international risk – financial, political, commercial and foreign exchange

FIN4002 Finance
Contact department for course description.

FNAR1001 Foundation Art
This is a course in the conventional representation of three dimensional objects by freehand and mechanical drawing methods. Techniques of rendering volume in line and value studies. Perspective techniques. Perspective projection from orthographic diagrams.

FURN1001 Upholstery I
This course introduces students to methods of upholstering, from a footstool, a tub chair and a Queen Anne Wing chair. Basic methods of springing, stuffing, measuring, cutting, sewing fabric and final applications of fabric are taught.

FURN1003 Technical Drawing I
This course is intended to provide the furniture students with the basic drawing skills and the ability to read shop drawings. In addition to class assignments in lettering, the use of the scale ruler, layout, dimension, etc., students will make shop drawings of all woodworking projects.

FURN1006 Cabinet Making and Wood Machining I
The drawing, layout and preparation of cutting lists of elementary projects. Introduction to the use of woodworking hand and woodworking power hand tools in making prescribed projects. Fitting, assembly, clean-up and surface preparation of machined projects. The safe use of the following woodworking machines: radial arm saw, jointer, thickness planer, table saw, mortising machine, band saw, wood lathe, shaper.

FURN1007 Woodworking Theory and Materials I
Woodworking theory is discussed with a focus in the following materials: lumber, seasoning, defects, hardwood, grading, veneers, plywood, fasteners, adhesives, saw blades and grinding stones.

FURN1008 Upholstery Theory and Materials I
In this course terminology, communication, material and tools that go into the manufacturing of upholstered furniture are studied in depth. Also UPH. fabric, fibre sources and techniques on how to cut the fabric.

FURN1012 Finishing I
Introduction to finishing materials. Health and safety precautions. Surface preparation. A simple finishing schedule. Mixing and applying various types of stains. Application of various coating materials. Introduction to spraying equipment. Rubbing schedules (finishing the finish). Applying various types of clear coatings.

FURN1014 Finishing II
Introduction to painted finishes (faux finishing). Colour mixing theory. The use of glaze for antiquing. Finishing the Finish.

FURN1016 Technical Drawing
Contact department for course description.

FURN1019 Upholstery II
Contact department for course description.

FURN1020 Upholstery Theory II
Contact department for course description.

FURN1021 Woodworking Theory II
Contact department for course description.

FURN1022 Cabinet Making and Wood Machining II
Contact department for course description.

FURN1024 Interior Design I
This course is an introduction to the basic principles of design. It encompasses the elements of harmony, style, colour and textures. Projects are designed to develop the student's capabilities.

FURN2001 Technical Drawing (Auto CAD)
Through this introduction to the use of (Auto Cad) design software, students will learn how to make two dimensional drawings on the computer and how to dimension these drawings and plot them onto paper.

FURN2007 Furniture Design I
Introduction to the basics of furniture design: understanding balance of design, structure, stability and strength; ergonomic fundamentals as related to human scale; Introduction to basic drafting techniques from plan view to 3D.

FURN2008 Furniture Design II
This course is built on the pre-requisite of FURN I and is designed to deepen the knowledge of materials used in the design of furniture, augment technical drafting techniques as well as perfecting the skills of "finishing".

FURN2010 Cabinetmaking and Wood Machining III
The students will continue to make furniture from given drawings, and will also design and build a chair.

FURN2012 Upholstery III
In this course, the students will continue to improve these skills in re-upholstery (recovering). Students will work on used upholstered furniture. Students will be taught the procedures for recovering, stripping, repairing springs and frame, repadding, retyping springs, reconstructing cushions (foam, springs or loose fillings), measuring, cutting and sewing.

FURN2017 Woodworking Theory III
Woodworking theory 4 lectures will have a focus in the following specialty areas: interior trim, paneling, stair terminology, calculations, layout, handrail systems, and door and window construction.

FURN2018 Furniture Finishing III
This course deals with the finishing of open grain woods. Repairing a finish-introduction to burn-in and touch-up materials.

FURN2019 Upholstery Theory III
In this course there will be a practical study of maintaining and repairing the basic upholstery sewing machine. Re-Upholstering techniques, stitch edge, cane and restorations of furniture are examined.

FURN2021 Finishing IV
The focus of this course will be applying the skills students gained from Finishing I, II and III.

FURN2023 Interior Design II
This course is based on Design I and designed to broaden the students skill and understanding of Interior Design Elements and Applications as well as Textiles. It is achieved through lectures, visual presentations. Studio based projects and class critiques will develop both visual and verbal communication skills. Problem-solving capabilities are developed with regard to Interior Design and Decoration. An overview to the treatment of window/wall and floor coverings is part of this course.

GERT1002 Fitness for Seniors
This course will focus on providing the knowledge and skills necessary to promote and maintain fitness for seniors who have a wide range of abilities. Specific topics will include the components of fitness classes, leadership skills and adapting exercises for a variety of medical conditions.

GERT1004 Program Planning, Development and Evaluation
This course will examine principles used in the planning and development of activity programs. Emphasis on meeting the psychological needs of the elderly through programming will be explored. Techniques for evaluating programs will also be discussed.

GERT1010 Special Needs
In this course students will have the opportunity to learn about the use of assistive devices that seniors with special needs may require. The proper operation of wheelchairs is demonstrated and practiced. The use of hearing aids is demonstrated. Communication skills with seniors who have visual, hearing or speech impairments are discussed. Back care for health care professionals is studied.

GERT1012 Assessment Skills
Learn the skills needed to assess an individual's physical, social, emotional, intellectual and spiritual needs and interests. Techniques for performing a helping interview with the elderly client, forms used for the purpose of recording assessment finding and charting techniques in current use in the field will be discussed.

GERT1014 Psycho-Geriatrics
This course examines behavioural disturbances with emphasis on those most commonly found in the elderly population. Topics include chronic mental health problems, such as depression, delirium, personality disorders, suicide and addictions

GERT1015 Therapeutic Programming I
Learn about programs designed to meet the psycho-social and physical needs of the moderate to severe cognitively impaired elderly client. Theoretical and practical techniques used to develop specialized programs will be examined. Evaluative methods that determine the effectiveness of these programs will be discussed.

GERT1018 Field Practice I
Supervised field work is an integral part of the program. Job skills will be developed through placement in a variety of programs and facilities. Students will be required to gain experience in both institutional and community agencies. Field Practice I is a prerequisite for Field Practice II. Must be taken concurrently with Field Work Seminar I and II courses.

GERT1020 Field Practice II
See GERT1018.

GERT1025 Field Work Seminar I
Students meet weekly with faculty advisors to discuss common concerns and explore issues raised in Field Placements. The seminar provides an opportunity to integrate academic and practical learning experience in a small group. To be taken concurrently with Field Practice I and II.

GERT1027 Field Work Seminar II
See GERT1025.

GERT1030 Gerontology
Contact department for course description.

GERT1033 Introduction to Gerontology
This course provides students with a general overview of the field of gerontology. Psychological and social issues which impact upon aged individuals are examined. Theoretical, historical and practical approaches are utilized to provide a broader understanding of what it means to be an older adult in Canadian society.

GERT1035 Alzheimer's Disease and Related Disorders
This course familiarizes students with all aspects of caring for someone with Alzheimer's Disease or related disorders. The focus is on the disease process as it impacts on the client, the caregivers, society and the service providers in the community.

GERT1036 Organization and Management Skills I
Contact department for course description.

GERT1039 Values, Ethics and Professionalism
This course win enhance the student's understanding of the ethical and moral issues that arise when working in a variety of settings with older adults as an activation co-ordinator.

GERT2004 Organization and Management Skills
This course will focus on the generic principles of organization and management as related to the operation of an Activation Department serving the needs of elderly clients. This could be in a long term care facility or a community agency.

GERT2006 Community Resources
This course utilizes case study analysis as a method to examine the community resources utilized to meet the needs of the elderly living in the community. The student will identify, classify and analyze existing social services. Guest lecturers from community agencies are featured in this course.

GERT2009 Field Practice III
To be taken concurrently with Field Work Seminar III and IV, this course provides further opportunities for development and integration of applied skills. Prerequisites: GERT1018, GERT1020.

GERT2011 Field Practice IV
To be taken concurrently with Field Work Seminar III and IV. Prerequisites: GERT1018, GERT1020.

GERT2016 Field Work Seminar III
To be taken concurrently with Field Practice III and IV. This course provides opportunity for group discussion, problem-solving and support. Prerequisites: GERT1025, GERT1027.

GERT2018 Field Work Seminar IV
To be taken concurrently with Field Practice III and IV. Prerequisite: GERT1025, GERT1027.

GERT2023 Social Policy and Governance
Students will become familiar with the legislation governing services for seniors. This legislation will be examined in relation to basic standards and guidelines. Other non-governmental standards and guidelines will be examined in relation to their impact on services to seniors.

GERT2027 Gerontology
Contact department for course description.

GERT2028 Therapeutic Programming II
Learn about the benefits of horticultural therapy, the importance of touch, creative arts, pet therapy and more. Evaluation tools will be discussed and therapeutic tools will be utilized in Field Practice with elderly clients.

GHUM1001 Introduction to African History
This course will explore the historical, political, economic and social development of the African people from their prehistoric origins to the present.

GHUM1004 Introduction to Native Studies: Heritage and Culture
Contact department for course description.

GHUM1007 Introduction to Ojibwa
Contact department for course description.

GHUM1008 Intermediate Ojibwa
Contact department for course description.

GHUM1012 Oral Tradition in Native Culture
Contact department for course description.

GHUM1106 General Education (History of Architecture)
Contact department for course description.

GHUM1174 Politics of Language
Are we politically correct or just plain political? What is the connection between the words we use and the politics we hold? How is language a political tool? This interactive and exploratory course examines how the words we speak, write, read and hear reflect political postures.

GNED Business Management and Marketing
Contact department for course description.

GNED General Education – Labour Law
Contact department for course description.

GNED Survival in the Workplace
Contact department for course description.

GNED1003 General Education Foundation
This interdisciplinary course introduces students to the perspective of the arts and humanities, social sciences and science technologies by exploring some key contributions to understanding the changes currently facing individuals and communities in Canada.

GNED 1003 Foundations: Challenge and Change
Contact department for course description.

GNED 1016 Foundations for Humanities, Arts, Technology and Science
Contact department for course description.

GNED 1019 Global Transformation
As students explore the interrelatedness of global environmental and human systems, they examine the frameworks of global education, ecological transformation and technological impacts from a feminist perspective.

GNED 1021 History of Costume
Contact department for course description.

GNED 1022 Building Science and the Environment
This course is an in-depth study of building structures as an integrated system, the causes and effects of changes to the building envelope and its effect on both the internal and external environment. Environmental change with regard to materials, their toxicity, placement and disposal is also studied in the context of knowledge required of a renovation contractor.

GNED 1031 Microeconomics
Contact department for course description.

GNED 1032 Macroeconomics
Contact department for course description.

GNED 1034 Introduction to Economics
Contact department for course description.

GNED 1037 Contemporary Issues in Adult Development
Helping the student understand the changes that occur in human development, this survey course will examine human growth and development from adolescence to death. The focus will be on the physical, social, cognitive and emotional development.

GNED 1038 Sociology: A Critical Approach
An introduction to basic concepts of sociology and the basic perspectives of sociological thought, which are then applied to the analysis of social institutions, communities, and small groups.

GNED 1039 Values, Ethics and Professional Issues
This course will offer broad theoretical concepts of ethics that are specific to the interpreter's interactions with consumers. The student will learn of AVLIC's Code of Ethics and that of other professions. The student will analyze case studies to develop knowledge of appropriate ethical behaviour and decision making skills relating to interpreting.

GNED 1043 Living with Dying
Since each one of us eventually must face our own death, and since many of us are left to grieve when persons we love and care for die, "Living with Dying" will provide the knowledge to help us cope better with those eventualities. Drawing from disciplines including philosophy, ethics, psychology, sociology and the arts/logy, students will be helped with answers to such questions as "What should I say to someone who has experienced a death? Are there things that I should not say or do? What should I do to be prepared for my own death? Are my fears normal? Am I grieving the way I should? If I'm suffering, is euthanasia an option? Is there really proof of life after death?"

GNED 1045 Nutrition
Contact department for course description.

GNED 1046 Human Sexuality
Contact department for course description.

GNED 1047 Infant and Child Development
Contact department for course description.

GNED 1053 History of Design
Contact department for course description.

GNED 1057 Developmental Psychology
Contact department for course description.

GNED 1058 Introductory Psychology
Contact department for course description.

GNED 1059 The World of Work
Contact department for course description.

GNED 1069 Fitness, Health and Well-Being
As a General Education course, Fitness and Well-Being will help college students pursue a wellness lifestyle. It will motivate and guide the student toward making positive changes for personal health and fitness.

GNED1086 — Labour Economics
This course explores and analyzes labour economics. It covers issues and topics surrounding labour supply and demand, equilibrium in non-labour markets, unions, wage structures and unemployment and inflation.

GNED1087 — Introductory Sociology
Contact department for course description.

GNED1089 — Political Science I
An introduction to key concepts in political science in the context of Canadian Politics.

GNED1091 — Introduction to Sociology
Contact department for course description.

GNED1091 — Sociology
Contact department for course description.

GNED1097 — Anatomy and Physiology
This course is designed to provide students with an overview of the workings of the human body as it relates to interpreting between American Sign Language and English. This knowledge will provide a foundation for the awareness of the physical requirements of interpreting, the differing values of the communities that ASL-English interpreters serve, and the intricacies of interpreting anatomical and physiological information.

GNED1100 — Small Business Planning and Opportunities
Contact department for course description.

GNED1100 — Small Business Plan and Operations
Contact department for course description.

GNED1101 — History of Art
Contact department for course description.

GNED1102 — Nutrition and Lifestyle
Examining nutritional needs over the human life cycle, the hospitality student learns to plan menus which take into account normal nutritional requirements and, in addition, alternate approaches such as, vegetarian, low fat and high fibre diets.

GNED1108 — Management, Ethics and Professional Responsibilities
Contact department for course description.

GNED1109 — Ethics/Professional Management
Contact department for course description.

GNED1111 — History of Architecture
Contact department for course description.

GNED1160 — Introduction to Biology of Aging
This course will focus on the anatomy of adult body systems, age-related changes in anatomical structure and function and age-related disorders common to the older adult. Nutrition as a component of health and wellness, infection control and feeding techniques will be included.

GNED1175 — History of Canadian Education
Contact department for course description.

GNED1176 — Current Research in Brain Development
Contact department for course description.

GNED1177 — Wellness and Lifestyle
Contact department for course description.

GNEDXXXX — Canadian Society and the Contemporary World
Diversity, change, institutional structures and the sociological dynamics of Canadian society are studied. These topics are examined in the context of worldwide historical developments from the mid 18th century to the present.

GNEDXXXX — Change, Society and Technology
Using an interdisciplinary approach, the concept of change is studied. Causes and consequences, socially and psychologically, are examined with specific emphasis on the impact of technology.

GNEDXXXX — General Education Elective
These are elective courses in the areas of psychology, sociology and the humanities.

GNEDXXXX — Humanistic Issues in Commercial Practice
This course examines the cultural, social, political and ethical influences on commercial practices. Historical perspective is given as the exchange process is studies from classical times to the present.

GNEDXXXX — Organization and Leadership
Theory, design and the leadership of organizations in the context of change is examined. Organizational structures, processes, interactions and the role of leadership is studied.

GRAF1001 — Layout I
This is a basic course in the principles and practice of sign layout. First principles of letter, word and line spacing are followed by principles for the selection of typefaces for display and body copy, grouping copy blocks and achieving balance, emphasis and harmony in monochromatic signage.

GRAF1002 — Layout II
This is a second course in the principles and practice of sign layout. First principles of letter, word and line spacing are followed by principles for the selection of typeface for display and body copy, grouping copy blocks and achieving balance, emphasis and harmony in a range of signage. The physical aspects of layout such as structure, rhythm, unity and variety are coupled with consideration of psychological aspects such as emotive factors and associative factors of colour.

GRAF1003 — Drawing I
This studio drawing course introduces structure, form and tonality in a variety of media as applied to inanimate objects and the human figure, in realistic and interpretive modes. Pre-requisite: none, Co-requisite: none.

GRAF1004 — Typography I
An introduction to the history of type from prehistoric visual communications to contemporary sans serif typefaces. Projects in traditional calligraphy and hand-rendered type will provide students with an appreciation of typographic terminology and the craft of type design. Pre-requisite: none, Co-requisite: none.

GRAF1005 — Graphic Design I
Complex visual communications problems are addressed using traditional studio skills and 2-dimensional compositional theory.

GRAF1006 — Print Production I
This course introduces prepress and printing technologies, including line art and half-tones, assembly of artwork for print reproduction, the importance of paper selection, the mechanics of offset printing, and an appredation of printing process on finel product.

GRAF1007 — Digital Media I
Introduction to the Macintosh operating system including file and RAM management, font management software, peripherals, networking, review of print, web and internet software, review of current desktop and laptop models, trouble-shooting.

GRAF1008 — Life Drawing
Contact department for course information.

GRAF1009 — Photography
Contact department for course information.

GRAF1010 — Screen Printing I
Course content under development. Contact department for course information.

GRAF1011 — Calligraphy
Course content under development. Contact department for course information.

GRAF1012 — Introduction to Illustration
Course content under development. Contact department for course information.

GRAF1015 — Graphic Design II
Comprehensive studio projects explore modern design styles including Bauhaus, Art Deco, De Stijl, Modernism, Constructivism and Post-Modernism.

GRAF1016 — Print Production II
Working within a digital environment, students are introduced to scanning techniques, screen frequencies, the assembly of text and image in page-layout files, trapping, preparing files for output, and further appreciation of the printing process on final product.

GRAF1017 — Digital Media II
Introduction to page layout software such as QuarkXPress and/or Adobe InDesign including tools, font and file management, integration of text and visuals, page layout.

GRAF1018 — Production Media I
Working with the Macintosh operating system, students are introduced to basic file and RAM management, common font management software, peripherals, networking, review of print, web and internet software, analysis of current desktop and laptop models, trouble-shooting.

GRAF1019 — Production Technologies I
An overview of the history of modern printing and an examination of contemporary print technologies including screen printing, flexography and offset lithography.

GRAF1020 — Graphic Design Production I
An introduction to graphic arts theory and practice including an overview of various printing technologies including screen printing, flexography and offset printing. Projects using various compositional elements demonstrate competence in professional production procedures.

GRAF1021 — Prepress Systems I
Students are introduced to digital file assembly using QuarkXPress and/or InDesign including colour trapping, font and file management, and trouble-shooting.

GRAF1022 — History of Printing
An overview of the history of printing, from prehistoric communications through the invention of moveable type to the impact of photography on modern printing technology. The course will investigate the relationship of printing to socio-economic issues through the centuries.

GRAF1023 — Production Control
Effective office systems specific to the graphic communications industry are introduced, including estimating, production scheduling and invoicing.

GRAF1025 — Research Techniques
This course will provide students with the skills necessary to conduct traditional and web-based research. These skills can be used in the completion of course-based projects, or to investigate field placement, career or employment opportunities.

GRAF1027 — Production Media II
Introduction to page layout software such as QuarkXPress and/or Adobe InDesign including tools, font and file management, integration of text and visuals, page layout.

GRAF1028 — Graphic Design Production II
An introduction to the mechanics of colour specification, colour separation, trapping and halftone reproduction. Projects explore paper quality, dot gain and binding technologies.

GRAF1029 — Production Technologies II
A combination of lectures and hands-on demonstrations introduces professional printing practice including film imposition, paper selection and platemaking.

GRAF1030 — Systems Management
Contact department for course information.

GRAF1032 — Exhibit Design
Contact department for course information.

GRAF1033 — Package Design
An introduction to package design theory and practice through the completion of comprehensive studio projects including retail label design, product container design and retail packaging.

GRAF1034 — Cartooning
Contact department for course information.

GRAF1035 — Sign Graphics
Contact department for course information.

GRAF1036 — Print Media I
Contact department for course information.

GRAF1037 — Lecture Series
Contact department for course information.

GRAF1038 — Drawing II
Contact department for course information.

GRAF1040 — Prepress Systems II
Contact department for course information.

GRAF1041 — Screen Printing II
Contact department for course information.

GRAF1042 — Screen Printing III
Contact department for course information.

GRAF1043 — Sign Graphics II
Contact department for course information.

GRAF1044 — Sign Graphics III
Contact department for course information.

GRAF1045 — Print Media II
Contact department for course information.

GRAF1046 — Print Media III
Contact department for course information.

GRAF1047 — Advertising Design
An introduction to advertising design theory and practice through the completion of comprehensive studio projects including advertising campaigns in various media and not-for-profit organizational promotion.

GRAF1048 — Corporate Design
An introduction to corporate design theory and practice through the completion of comprehensive studio projects including a complete in-house magazine.

GRAF1049 — Design Thesis
Contact department for course information.

GRAF1050 — Editorial Illustration
Contact department for course information.

GRAF1051 — Digital Illustration
Contact department for course information.

GRAF2001 — Field Placement
This course introduces the student to the workplace setting through field placement.

GRAF2003 — Graphic Design III
An introduction to modern design practitioners, art directors and educators of influence. Through lectures, presentations and research papers, students investigate the work of modern graphic designers and art directors.

GRAF2005 — Graphic Design Production III
Colour correction, image editing, scanning, film output and various proofing techniques are explored through a combination of lectures, demonstrations and class projects.

GRAF2006 — Graphic Design Production IV
An introduction to production coordination and an exploration of advanced digital technologies including creation of PDF files, frequency modulated screening, stochastic screening, direct-digital printing, computer-to-plate image-setting.

GRAF2007 — Production Media III
Introduction to image-editing software such as Adobe Photoshop including tools, layers, filters, file management, integration of text and visuals, image editing and composition.

GRAF2008 — Production Media IV
Contact department for course information.

GRAF2010 — Digital Media III
Introduction to image creation software such as Adobe Illustrator including tools, layers, font and file management, integration of text and visuals, page layout, digital illustration and design.

GRAF2011 — Digital Media IV
Introduction to image editing software such as Adobe Photoshop including tools, layers, filters, file management, integration of text and visuals, image editing and composition.

GRAF3002 — Portfolio
This is a portfolio development course emphasizing originality and creativity to produce design and advertising materials for different media environments.

GSCI1022 — General Education: Building Science and the Environment
Contact department for course information.

GSCI1024 — Environmental Science
This course explores the basic ecological concepts that govern the natural world. It analyses the "cause and effect" relationships underlying environmental issues. The many ways in which humans affect the environment will be investigated. Concerns about various types of pollution will be examined and possible solutions discussed.

GSCI1027 — Introduction to Environmental Science
Contact department for course information.

GSSC1002 — Business Law and Ethics
See GSSC1021.

GSSC1028 — Politics and Contemporary Issues
How does politics impact on your life and future? What happens to Canada if Quebec separates? Can aboriginal self-government work? How can we effectively influence politicians today? Is Canada even governable any longer? This course uses current issues to introduce students to Canadian politics and society in a practical, lively way. Includes a field trip to Queen's Park or City Hall.

GSSC1029 — Organizational Psychology
This introductory course in Organizational Behaviour focuses on the individual in organizations by studying foundations of individual behaviours, the role of motivation, individual and group decision-making, leadership, and conflict negotiation. Knowledge of the individual is used to understand dynamics within and between groups.

GSSC1034 — Introduction to Economics
Starting with the fundamental question, "What is economics?," this introductory course familiarizes students with economic principles and examines current major economic issues in Canada such as inflation, unemployment and government programs and regulations created to deal with such problems.

GSSC1058 — Introduction to Psychology
Through an examination of many of the major areas of psychology, this introduction gives a basic understanding of human behaviour and is intended to enable the student to understand him/herself and to deal more effectively with others. The topics are general and include perception and sensation, learning, life long development, social interaction, abnormal behaviour and altered states of consciousness.

GSSC1064 — Introduction to Sociology
This course will identify the basic perspectives of sociology. Students will use this framework to better understand various aspects of Canadian society.

GSSI1024 — Environmental Science
Contact department for course information.

GSSI1065 — Anatomy
Contact department for course information.

HEAR1001 Clinical Acoustics
This course provides to the student the opportunity to develop an understanding of the physical and acoustical properties and characteristics associated with sound waves and the human hearing mechanism.

HEAR1002 Audiometry and Hearing Disorders
Contact department for course description.

HEAR1003 Level I Theory and Applications – Part 2
Divided over two semesters, this course provides the student with the theoretical/practicum background to hearing instrument technology. The student becomes familiar with the various types of hearing devices, their components and functions. The practicum portion of the course allows the student to learn the principles and procedures associated with fitting hearing devices.

HEAR1004 Level I Theory and Applications – Part 2
Continuation of HEAR1003.

HEAR1005 Counselling
An overview of the social and psychological effects of hearing loss, counselling provides the students with specific practical counselling strategies for assisting clients.

HEAR1006 Practicum Consolidation
This course provides the student with practicum experience in hearing instrument technology, fitting hearing aids, etc.

HIST1001 General History/Dental Histology
Contact department for course description.

HIST1003 Periodontology and Embryology
The general descriptive embryological principles that govern the formation of the face, neck, oral cavity, including dental structures are covered.

HLTH1001 Fitness I
Introduction to gym, promoting regular exercise and use of leisure time.

HLTH1002 Fitness II
Students participate in regular gym activities and are introduced to benefits of good nutrition.

HLTH1003 Applied Exercise Techniques I
The applied exercise technique course teaches and demonstrates to the students: the basic components of fitness, appropriate flexibility training techniques, application of physiology in practical sessions of aerobic, anaerobic and flexibility training modes, methods in determining training zones, aerobic and anaerobic training with safety parameters.

HLTH1004 Applied Exercise Technique II
In this three hour per week course, students learn and apply the theory of the following areas in classroom and practical settings, knowledge of strength and endurance, guidelines and safety parameters of strength and endurance training, training with universal exercise equipment, free weights, hydragym and calisthenics, concentric and eccentric work phases, exercise analysis. The student will apply data taught in HLTH1003 and HLTH1004 appropriately to the prescription of exercise. The student is also required to meet a muscle endurance profile of 25-50% to meet the demands of a fitness professional within the work force.

HLTH1005 Fitness Assessment I
This course prepares the student to acquire stress testing skills including Astrand Single Stage Bike Test and the Three Stage Bike Test to assess, calculate MVO2, screen the individual's cardiovascular component for preparation and direction into the client's program. The student acquires the skills to screen clients using the Par-Q, Risk-o, medical, lifestyle and nutritional history and informed consent. The student learns to incorporate counselling skills during assessment procedures following certification guidelines (CFC). Theory of the course is done in an independent learning format, supplemented with lectures, case studies and the incorporation of theory from other courses. This material is used in discussions to determine appropriate structure and format of stress testing for each client.

HLTH1006 Fitness Assessment II and Tri-ad
The Fitness Assessment II and Tri-ad course prepares the student to acquire practical skills in the areas of body composition and applied assessments based on biomechanical principles that relate to strength and endurance. The student develops counselling skills to be able to provide client centred assessments when working with the general population. Upon development of these skills, the student learns to calculate and counsel clients to a healthier lifestyle.

HLTH1007 Exercise Class Leadership I
This is an introductory course which provides students with the information and groundwork to design a basic fitness class that is safe and effective. It provides opportunities for students to learn and understand the principles and theories behind complete and effective warm-ups, cardiovascular workouts, muscular conditioning workouts, and cool downs as they apply to a fitness class setting. Students participate in experiential tasks which introduce the students to the role of the teacher and those of the participant. Much emphasis is placed on the development of safe, fun and effective leadership skills through classroom and extensive field participation.

HLTH1009 Exercise Class Leadership II
This course continues to expand on the skills developed in HLTH1007. Topics such as exercise class formations, flow, use of music, phrasing, tempo changes, chorus recognition, intensity alternatives, safety and cuing are all discussed, practiced and demonstrated. The student will present four tasks to demonstrate skill mastery of the above areas. The student will also be asked to provide feedback on other students' presentations, both formally and informally.

HLTH1010 Introduction to Health Promotion
This course introduces the student to the concept of counselling fitness clients towards achieving healthy, active living goals. Since effective communication skills are the foundation of successful counselling, the student is introduced to basic counselling and communication concepts and will apply them frequently throughout the semester in various ways, ie. role playing. Other issues such as understanding behaviour change, helping people change lifestyle habits, healthy physical activity participation and healthy lifestyles are explored from theoretical and practical perspectives.

HLTH1011 Health Promotion/Life Skills Management
Students will study life skills concepts that will enhance their personal and career successes and enable them to derive greater benefits from their college experience.

HLTH1012 Introduction to Fitness Management
This course will prepare the student to understand the nature of working in the fitness industry. Basic skills and an overview of fitness centre operations will be included. Time will be allotted for on-site visits to selected facilities within the corporate, commercial and community sectors.

HLTH1016 Community Health I
This course is designed to provide the dental hygiene student with an introduction to community health concepts.

HLTH1017 CPAFLA
The Canadian Physical Activity, Fitness and Lifestyle Appraisal (CPAFLA) Certification course is based on the Canadian Society for Exercise Physiology's program to enhance appraisers' skills to conduct appraisals, gather information about clients, and help clients develop effective action plans.

HLTH2002 Fitness, Marketing and Computer Techniques
HLTH2002 introduces the student to the broad area of fitness management. The role of personal training is discussed in relation to fitness trends for the providers of various fitness and health services. Students learn computer skills in group training sessions and the use of computers in the fitness industry. Students learn principles of entrepreneurship, basic financial management, advertising, marketing and promotion, safesmanship, lease versus outright purchase of fitness equipment and the employer's role in Personal Training.

HLTH2006 Guidelines for Exercise Prescription
HLTH2006 combines the knowledge gained in the sciences of Exercise Physiology, Exercise Technique, Kinesiology and Fitness Assessment with counselling skills in the design of safe, effective and enjoyable exercise programs. The course will begin with a programming workshop to gain immediate experience in exercise prescription The Employee Fitness Program provides an opportunity for students to design, demonstrate and modify individual exercise programs for the apparently healthy and hypertensive clients. Following the workshop the course will examine the principles of prescription and develop programs for cardiovascular endurance; weight loss and control; flexibility; strength and muscular endurance.

HLTH2008 Exercise Prescription for Special Cases
The principles of Exercise Prescription are applied to special populations after consideration of the physiological characteristics of each group. Students analyze the muscular and metabolic demands of a sport/skill in order to develop training programs which best match the demands of the activity. Program variables are modified based on the concept of periodization to achieve maximal performance. The physiology of aging, pregnancy, diabetes and heart disease provides the basis for fine tuning the program design to meet the special needs of these populations.

HLTH2010 Exercise Class Leadership III
This course continues to develop and refine the students' leadership skills in exercise class instruction. The student is coached in becoming familiar with the requirements of the Ontario Fitness Council (OFC) Leader Certification. Each student is required to present a segment of the OFC practicum in the final task. Students have many opportunities to develop and improve their skills. This is accomplished through lectures, quest leader presentations, rigorous task evaluations, and the leading of several Fitness Centre classes. The student is introduced to the skill of building various floor combinations to enhance the choreography of their presentations. The bow step is also introduced by way of learning common vocabulary, cuing, transitions, use of music and combination building. Any student wishing to present themselves for OFC Certification is able to do so in HLTH2013.

HLTH2012 Advanced Fitness Assessment II
HLTH2012 expands the skills and knowledge learned in HLTH2005 and HLTH1006. Additional aerobic protocols using the treadmill and requiring direct measurement of oxygen consumption are learned. Different techniques in assessing Anthropometry, Flexibility, Strength and Endurance are discussed and practiced. Anaerobic tests of alactic and lactic acid power and capacity using various modes of exercise, which are useful in assessing recreational or elite athletics, are also learned.

HLTH2013 Exercise Class Leadership IV
This course provides opportunities in two areas of skill development in fitness leadership. In the first area, the student is required to present a 45 minute full-component fitness class which adheres to all performance standards set by the Ontario Fitness Council in the practicum evaluation. By successfully completing all the requirements of the practical assessment, the student may take the opportunity to become an OFC Certified Leader within this course. In the second area, the student is provided with opportunities to acquaint themselves with several exercise class specialties such as body sculpting, use of weight equipment in class, step circuit and others.

HLTH2015 Client-Centred Exercise Techniques
Contact department for course description.

HLTH2016 Clinical Training in the Fitness Field
This clinical course is the major placement component outside the College and serves as an internship for employment. The experiences may include Fitness/Nutritional assessment, exercise prescription, exercise class leadership, gym supervision, special projects and management duties. Close communications and visitations are employed by staff to maintain an ongoing feedback/evaluation between the agency, the student and the staff.

HLTH2017 Clinical Health Counselling
Continuing to build on counselling skills developed in HLTH1010, HLTH1005 and HLTH1006, Clinical Health Counselling addresses more complex client communication issues such as non-compliance, adherence and learning styles. Facilitating the process of problem solving with one's client, coworker or supervisor is addressed through role playing. Learning to facilitate a large and small group workshop/ seminar is dealt with in a 20 minutes group presentation.

HLTH2018 Community Health II
Contact department for course description.

HLTH2019 Community Health III
Contact department for course description.

HLTH2020 Fitness Testing Clinic and ECG
This is a clinical course. The student will demonstrate the ability to perform full fitness assessments (test) The student, during the administration of the full test, will show the competencies of pre-test screening, administration of test skills taught in HLTH1005 and HLTH1006, counselling and appropriate screening skills. The student, upon completion of the test, will be able to calculate, categorize and counsel with reference to the information gathered with their client. Successful completion of a pre-clinical week is a prerequisite for entrance into HLTH2020.

HLTH2021 Treatment and Prevention of Injuries I
HLTH2021 is a study of different fitness related injuries caused by chronic overuse or acute trauma. Normal anatomy and function are reviewed along with predisposing causes, the mechanism of injury, treatment and prevention.

HLTH2023 Fitness Management Operations I
HLTH2023 will provide a practical internship experience which simulates a wide variety of services offered by employee fitness/community/commercial programs it will offer guided opportunities to utilize skills and theory from other courses within the Fitness and Lifestyle Management Program. Students will be scheduled to serve as a Centre Supervisor for two weeks (10-14 hours/week) and serve as an assessor/employee for two hours each week. Special events and services are provided to the college and external communities through small group committee work. Weekly lectures and periodic workshops provide a theory base to this management-oriented course.

HLTH2024 Advanced Fitness Assessment I
Contact department for course description.

HLTH2026 Biomechanics and Ergonomics
Students will learn to perform biomechanical analysis of exercise and sport, equipment operation and ergonomic analysis of work tasks with a functional approach to proper muscle balance in the execution of exercise and work tasks.

HLTH2027 Fitness Management Operations II
As an extension of HLTH2005, this course will continue to provide a practical internship experience which simulates a wide variety of services offered by employee fitness/community/commercial programs Students will service as a Fitness Centre Supervisor and as an assessor/employee. Through small group committee work the students provide special events, seminars, newsletters, exhibitions, seniors' classes, contests, etc. Weekly lectures include management issues, motivation, performance reviews, etc.

HLTH2028 Prevention and Treatment of Injuries II
The student continues to look at different fitness related injuries caused by chronic overuse or acute trauma. Normal anatomy and function are reviewed along with predisposing causes, the mechanism of injury, treatment and prevention. The role of the fitness graduate in providing exercise rehabilitation in clinical settings will also be discussed.

HLTH2029 Personal Training Certification
Following the National Fitness Leadership Advisory Council's guidelines for Personal Training certification, this course provides an opportunity for students to receive recognition from the Ontario Association of Sport and Exercise Sciences. This will certify the student to provide one-on-one services including counselling, assessment, prescription and program design, demonstration and modifications, safety and injury prevention.

HLTH2030 Fitness Management Operations III
A practical internship experience is offered to students, which simulates a wide variety of services offered by employee fitness/community/commercial programs. It will offer opportunities to utilize skills and theory from other courses. Students will serve as a supervisor and as an assessor/employee for our program's Fitness Centre. Special emphasis will be on initiative and independence in their management functions.

HLTH2031 Personal Training Certificate I
Contact department for course description.

HOSF1002 Pastry, Desserts and Related Theory
Produce a variety of baked products using hand tools and equipment and following standard recipes. Prerequisite: HOSF1004.

HOSF1007 Bake Theory
Gain the theoretical background necessary for the practical baking courses. The student learns about baking ingredients, what they are, and how and why they function as they do in the baking process.

HOSF1013 Quantity Food Preparation
This course trains the student to work in an institutional food preparation setting.

HOSF1014 Cuisine à la Carte Practicum
This course prepares the student to work in an operational setting – Siegfried's, a formal dining room in the GBC Hospitality Centre.

HOSF1023 Culinary Techniques – Basic
This course prepares the student for the realities of the industry. The student is introduced to many basic preparations; practices basic culinary techniques; and develops working habits required in the workplace. The Small Quantity Food course is a required component of the Cook's Apprenticeship program.

HOSF1024 Culinary Techniques – Advanced
In this course, the student adds to the repertoire of culinary skills. The student will practice these skills within the supervised setting of the demonstration lab. Prerequisite: HOSF1023.

HOSF1029 Food Theory – Basic
The course details basic cooking procedures, ingredient combinations, and how and why they function in the cooking process.

HOSF1031 Food Theory – Advanced
The course is a continuation of cooking procedures, ingredient combinations and how and why they function in the cooking process.

HOSF1037 Food and Beverage Service – Basic
Food and beverage service is fundamental to any hospitality operation and a significant revenue source. In this course, the student will learn and demonstrate basic service skills and the self-discipline and attention to personal appearance that is critical to success in this industry.

HOSF1038 Food and Beverage Service – Advanced
This course is a continuation of HOSF1037. The student learns and demonstrates dining room skills. The professional standards required in the industry are fine tuned. Prerequisite: HOSF1037.

HOSF1052 Sanitation, Safety and Equipment
Contact department for course description.

HOSF1067 Bakery Management
Applies current industry business practices in an operational context.

HOSF1068 Theory of Aboriginal Cuisine
The course details the history and development of aboriginal cuisine in the North American context.

HOSF1069 Heritage and Culture
The course provides students with an insight into the role of food in aboriginal culture, the socioeconomic implications and its current revival.

HOSF1070 Aboriginal Culinary Techniques
The application of theory courses in a practical setting utilising aboriginal foods.

HOSF1071 Ingredients
Contact department for course description.

HOSF1087 Bakery Formulas and Bake Shop Calculations
Contact department for course description.

HOSF1093 Baking Craft – Basic
Contact department for course description.

HOSF1094 Baking Theory – Basic
Contact department for course description.

HOSF1095 Front Office Operations
Contact department for course description.

HOSF1096 Baking Craft – Advanced
Contact department for course description.

HOSF1097 Baking Theory –Advanced
Contact department for course description.

HOSF2003 International Cuisine – à la Carte
Students prepare international and ethnic cuisine utilising commonly used ingredients, customs, culture and menu design of international cookery.

HOSF2004 Food Preparation Garde Manger
The course prepares students for work in garde manger – cold food preparation.

HOSF2006 Food and Beverage Supervision
Those involved in managing food and beverage operations must understand the basics of service in order to hire, train and supervise service staff, and to perform services as a manager "on the floor". In this course the student will learn to take full responsibility for the positions of service captain, bartender and host of the dining room. The student will approach food and beverage service from a manager's perspective. Prerequisites: HOSF1037, HOSF1038.

HOSF2007 Advanced Pastry Skills
Continue to apply skills in the preparation of baked products and professional standards in the production of pastries and related items. Prerequisites: HOSF1041, HOSF1002, HOSF1007.

HOSF2008 Contemporary Culinary Techniques International
This course is a detailed study of culture, climate, food products and other factors influencing ethnic and international cuisines of various countries. The student will develop the skills necessary to plan international menus, modify and adapt recipes and apply these skills to the preparation of international dishes. Prerequisites: HOSF1023, HOSF1024.

HOSF2009 Principles of Hotel Management
Contact department for course description.

HOSF4002 Dimensions of Italian Culture and Language
Contact department for course description.

HOSF4003 Work Experience – Externship in Italy
Contact department for course description.

HOSF4004 Field Placement – Clinical
This includes both a clinical and administrative field placement, allowing the student a broad base of hands-on work experience.

HOSF4005 Experimental Foods
The course examines the structure and composition of foods and the scientific principles involved in food preparation for therapeutic diets.

HOSF4006 Classical and Contemporary Italian Food Preparation Techniques
Food preparation/styling emphasizing regional Italian cuisines.

HOSF4007 Italian Small Quantity Food Demonstration and Labs
Students are introduced to the preparation of Italian cuisine through daily demonstrations and labs. Included are the traditional recipes and preparational styles of soups, pasta, rice, polenta, gnocchi, sauces and marinades used in Italian cuisine. Classes on specialized butchering, fish, shellfish and molluscs are also featured.

HOSF4008 Italian Culinary Theory and Menu Planning
Contact department for course description.

HOSF4010 Infection Control and Safety
Principles of sanitation and safety practices in relation to food services operations are discussed. Students learn how to implement and maintain high standards of food service sanitation and safety.

HOSF4011 Italian à la Carte Kitchen and Dining Room Service Practicum
During the final block of the semester, students demonstrate their newly acquired knowledge of Italian cuisine by developing special menus featuring Italian cuisine and wines for the College dining room.

HOSF5008 Sanitation
The CRFA national sanitation program forms the basis of this course.

HOSF5048 Cantonese Preparation I
Chinese Food Preparation Program.

HOSF5050 Dim Sum Preparation I
Chinese Food Preparation Program.

HOSF5052 Chop Suey Preparation I
Chinese Food Preparation Program.

HOSF5054 Szechuan Preparation I
Chinese Food Preparation Program.

HOSF5056 Cantonese Preparation II
Chinese Food Preparation Program.

HOSF5058 Dim Sum Preparation II
Chinese Food Preparation Program.

HOSF5060 Szechuan Preparation II
Chinese Food Preparation Program.

HOSF5062 Barbecue Preparation
Chinese Food Preparation Program.

HOSF5064 Chop Suey Preparation II
This course is a continuation of HOSF5052.

HOSF5071 Food Theory
The course discusses Chinese cooking terminology, cooking techniques, food sources and ingredient combinations.

HOSF5072 Food Theory
This course continues topics discussed in HOSF5071. The course compares traditional and modern Chinese food preparation.

HOST1005 Food, Beverage and Labour Cost Control
Strict control of costs is essential for the survival of a hospitality business. It is imperative that students learn what cost controls are available to a manager. The emphasis of this course is on how to make these controls work. Prerequisite: HOST1012.

HOST1011 Mixology
In this course, the student learns how to set up and run a bar, and how to make basic cocktails.

HOST1012 Kitchen Management
Through this introductory look at all aspects of restaurant operations, the student learns to perform the required calculations of basic food and beverage control systems, marketing and production planning.

HOST1018 Dimensions of Tourism
Contact department for course description.

HOST1021 Introduction to Exposition Management
Contact department for course description.

HOST1022 Logistics Management
Contact department for course description.

HOST1023 Education and Conference Planning
Contact department for course description.

HOST1024 Development and Interpretations of Floorplans
Contact department for course description.

HOST1025 Financial Management Principles
Contact department for course description.

HOST1027 Field Placement: Show/ Supplier Services
Contact department for course description.

HOST1026 Facilities Operations
Contact department for course description.

HOST1028 Show Management
Contact department for course description.

HOST1029 Contracts and Supplier Services
Contact department for course description.

HOST1030 Marketing and Tourism Impacts
Contact department for course description.

HOST1031 Field Placement: Facilities
Contact department for course description.

HOST2001 Hotel Management II
In this course, the student learns about the final two stages of the guest cycle: the service and operational tasks performed during the occupancy and departure stages. Students are introduced to the managerial function of the front office, that is, the functions of the reservation and front office manager. Prerequisite: HOST2002.

HOST2001 Night Audit
Contact department for course description.

HOST2002 Hotel Management I
In this course, the student learns about the first two stages of the guest cycle. These are the two highest profile functions of the hotel front office, the pre-arrival and arrival stages.

HOST2006 Introduction to Management
Students learn the skills and responsibilities of a supervisor in the hospitality industry as a front line management representative.

HOST2006 Supervision
Contact department for course description.

HOST2008 Hotel Sales
A speaker series, the course brings hospitality professionals forward to discuss both their operations and their roles in the hotel industry.

HOST2010 Financial Management Projects
Working in groups to create an actual restaurant plan and prove its viability, students must apply the theory they have learned and make it work in the equivalent of an "in the real world" situation. The course culminates in a public presentation by each group to peers, instructors and industry personnel. Prerequisites: ACCT2017.

HOST2013 Wines
In this course, the student learns the fundamentals of wines from around the world – how they are produced, stored and served. In addition, the student studies marc and brandy. This course fulfills the requirements of the Wine Council of Ontario certificate.

HOST2015 Bar and Beverage Management
The course examines issues related to beverage management as well as topics in entertainment and security.

HOST4001 Food Service Facilities
This course examines the design, menu application and needs requirement of a food service operation.

HOST4002 Operational Controls
Operational Controls examines the policies and practices required to control food, labor and related expenses in a food service organization or long-term care facility.

HOST4003 Menu Planning
The student will develop an increased understanding of how to apply the principles of menu planning in the health care sector and how to recognize the various factors influencing menu acceptability.

HOST4004 Italian Wines
A specialized wine appreciation course is offered throughout the program featuring Italian wines. The wines are taught in conjunction with the study of regional foods with emphasis on the utilization of wine in the Italian kitchen.

HOST4005 Field Placement, Administration
This compulsory field component assures students an actual opportunity to experience front-line work in a community-based organization or agency.

HOST5012 Menu Planning
Traditional and modern Chinese menus are discussed and prepared with regard to patterns, combination of items, presentation and introduction to costing.

HOST5016 Practical Bartending and Mixology
In this course, the student learns how to set up and run a bar, and how to make basic cocktails.

HOST5020 Kitchen Management
Students learn about the special equipment and unique setup of this equipment in a Chinese kitchen. They also learn to read and understand a kitchen layout drawing, as well as purchasing, receiving, storage, inventory control procedures, staff timetabling, efficient use of human resources, and food and labour cost control.

HOST5025 Dining Room Service
Through supervised performance in an actual dining room, this course prepares the student to properly set up and service a formal dining room. The student will apply the basic elements of service, and demonstrate the self-discipline and attention to personal appearance that are critical to success in this industry. As the students improve service skills to the professional standards of a high quality dining room, they will also learn to perform the leadership role and tableside function of a dining room host, a bartender and a service captain. Prerequisite: HOST5024.

HOST5028 Wines
Contact department for course description.

HOST5031 Service Theory
Contact department for course description.

HRM1001 Human Resources Administration
This course will introduce students to management skills required to manage human resources and provide them with a forum to demonstrate their grasp of those skills. Topics include: recruiting and selecting employees, appraising, rewarding and managing performance, training the workforce, managing compensation, administering benefits, employee rights and discipline, and managing workplace safety and health.

HRM1006 Labour Relations and Human Resources Practices
Contact department for course description.

HRM2001 Compensation
This course provides an understanding of the process, issues and techniques involved in developing and administering a compensation system. The course will examine pay equity legislation and its impact on job evaluation, job class identification and comparison, wage adjustments and resulting implications for equitable compensation for all.

HRM2002 Training and Development
This course provides the student with an understanding of the role of training and development in human resource management and its importance as a strategic approach to improved productivity, efficiency and profitability in the organization.

HRM2003 Recruitment and Selection
This course explores and analyzes the processes of applicant search, screening, interviewing and selection with a view to ensuring a bias-free approach which is inclusive in intent.

HRM2004 Human Resources Information Systems
This course presents the basic concepts and structure, including the usual subsystems comprising an HRIS; sets out the steps involved in developing an HRIS, and provides a survey of commercial HRIS software currently available. Collection of sensitive personal data and related privacy management will be covered.

HRM2005 Human Resources Planning
This course introduces the student to human resources planning, including research techniques and appropriate use of HRIS, and provides an understanding of the essential elements of the planning process and its role in the achievement of organizational goals.

HRM2006 Ethics and Managing Change
This course examines the issues involved in facilitating organizational change and explores both tested and innovative techniques in the context of a worker/employer partnership.

HRM2007 Collective Agreements
This course introduces the student to a study of the worker organizing processes; collective bargaining; emerging issues for negotiation such as pay equity, employment equity, sexual and racial harassment, workplace, safety and environmental integrity; and administration of collective agreements.

HRM2008 Diversity Issues
This course examines generally accepted elements of employment equity programs from legislative, economic, human rights, and ethical perspectives. The prevailing theme of this course will be the importance of diversity in the workforce to the overall success of an organization.

HRM2012 Human Resources
Students learn techniques for managing human resources including motivation, training and development, job design and standards of performance in the hospitality industry.

HRM2019 Ergonomics
Students will briefly view policies to avoid problems that lead to carpal tunnel syndrome and other cumulative trauma disorders. The initial focus of these policies on workplace ergonomics, the manner in which tools and equipment are designed and used will be explored.

HRM2020 Alternative Dispute Resolution
This course explores how to save resources and solve problems quickly. Employers are building in-house dispute resolution systems and this course will review the basics. Alternative dispute resolution includes: investigation, mediation and the use of an ombudsman.

HRM3001 Labour Relations and Human Resource Management
The principles of construction labour relations and human resource management are the focus of this program. Quality construction management requires knowledge and skills in both of these disciplines. This course provides the student with the basics necessary to understand the procedures of collective bargaining, human relations and conflict resolution. Through the case study method, the student will learn motivational skills, time management skills, problem solving skills and team building skills. Alternative dispute resolution (ADR) methods will also be discussed.

HRM3002 Organizational Development
This course is based on the premise that in today's turbulent business environment, the effective manager must be a skilled change manager. This course develops the student's ability to act as a change agent thereby improving their organizations' effectiveness and productivity. Topics include: future shock and change, changing the corporate culture, consulting styles, the diagnostic process, team development, role negotiation, OD productivity interventions and strategic change management.

HRM3003 Pensions and Benefits
Students will review the benefits strategies that an employer chooses to align its benefits strategy with its overall compensation strategy. The benefits strategy requires reviewing several areas and this course will focus on flexibility of benefits as well as government and private pensions and wealth management.

HRM3004 — Settlements and Trade Disputes

This course will review the basics which continues after the collective agreement has been signed. The ongoing maintenance of a collective agreement will be covered including: arbitration, mediation, grievances and employment stability.

HRM4001 — Labour Relations

Understand the roles and responsibilities in the employer/employee relationship and develop an awareness of labour and management attitudes and posture. Class discussion is designed around the collective bargaining process, collective agreements, jurisdictional disputes, negotiations, handling disputes, leadership styles, and the Ontario Labour Relations Act.

HOST4002 — Human Resources

Contact department for course description.

HSAF1001 — Workplace Health and Safety

This course introduces the student to a comprehensive coverage of the field of occupational health and safety – focusing on relevant government legislation and the organization's efforts to prevent and control occupational injury and illness, property damage (including fire and explosions), security breaches, pollution and product liability. Upon completion of the course, the student will understand the importance of loss control, not only as it impacts the profitability of an enterprise, but as it affects the reduction of pain and suffering, increased awareness of and commitment to management goals, better morale and a more stable workforce.

HSTL4001 — Advanced Dental Histology and Embryology

Contact department for course description.

HUMN1005 — Philosophy: Search for Meaning

What does it mean to be human? Is anything really right or wrong? What if there is no god? What if there is? Is the practical world we usually focus on truly the "real" world? This introductory philosophy course invites students to experience both the fun and the challenge of learning to think clearly and critically about basic questions that are part of our human heritage and our own lives.

HUMN1028 — Reclaiming Our Sacred Bundle

The Sacred Bundle teaching was shared by Elder Shawan Campble-Star. "When a child is called to Mother Earth by the creator she enters the world with many unique and abundant gifts. If the child is nurtured and learns to value herself and other's, these gifts blossom; she then becomes an adult who has learned to express herself freely, moving through the stages of life with a sense of identity and purpose." The skills and personal qualities required to survive academically and professionally in contemporary society are an extension of survival skills that Aboriginal people use to cope with their environment and constant change. This course takes a holistic approach to developing generic and portable skills for the workplace with an emphasis on drawing strength, courage and personal empowerment from cultural knowledge.

HUMN2007 — Values, Ethics and Professional Issues

Students explore the development of personal values and ethics and their application to the profession of intervention. The class investigates codes of ethics of other professions and the responsibilities of consumers, agencies, society and self. Ethical issues current in the field will be a significant portion of the course.

HUMN2012 — Native Literature

This course will explore different communication styles and thought processes of Aboriginal peoples, including those who speak their "Original" language but who expresses their ideas in English. Students will examine a variety of oral and written literary genres: speeches, letters, sermons, reports, petitions, diary entries, essays, history, journals, autobiography, poetry, short stories, novels, and other forms of writing. They will be introduced to the conventions of Western literary criticism; however, they will apply a cultural and linguistic approach to more suitable to interpreting Native literature which comes from a rich oral tradition.

HUMN2013 — Native Artists and the Media

This course introduces students to Aboriginal tradition and contemporary art form: primarily in Canada, but also exploring Aboriginal art south of the border. Students will be expected to explore local Aboriginal art venues, and may choose to write about a local gallery exhibit, theatre production, traditional or contemporary music and dance event, or multimedia presentation. Discussion will emphasize a holistic point of view, focusing on the native creative process, as well as the historical relevance and philosophy behind various art forms presented.

HUMN2014 — Tribal Wisdom

Students will learn about the Aboriginal worldview of Creation spiritually through exploring the inter-relationship between human kind and all our relations. Emphasis will be given to "experiencing" Aboriginal peoples land-based philosophy and reverence for the Earth When possible, students will participate in community based activities where they will learn about ceremonies and cultural practices that continue to sustain Aboriginal people who wrestle with the pressures of a contemporary lifestyle. Students will evaluate their participation and progress towards understanding the connection between language, culture and philosophy.

HUMN2015 — RCAP Report-Addressing Historical and Contemporary Native Issues

This course addresses historical and contemporary Aboriginal issues through examining the Royal Commission of Aboriginal Peoples (RCAP) Report which was the federal government's response to the 1990 OKA crisis. Students will examine and discuss the Indian Act, British North American Act, Canada's Constitution, Charter of Rights and Freedoms, Human Rights Code, Treaty documents and other relevant information. Students will become knowledgeable of major events and circumstances that have influenced the way culturally diverse groups of Aboriginal people in Canada govern themselves today. Students will determine their own role in finding solutions to the challenges isolated in the RCAP Report.

HVAC1001 — Refrigeration Theory I

In Refrigeration Theory the topics of heat include quantity, type, intensity, temperature, scale conversion, refrigeration loads, gas laws and properties, system component analysis and selection, refrigeration and air conditioning cycles, piping layout system capacity control, accessory selection and application, and the types of systems available.

HVAC1003 — Laboratory Applications I

Students combine theory and practice to operate a medium temperature refrigeration application. The tools, materials and instruments typically required to construct and operate the system are used by the students. Basic electrical control circuits are installed and adjusted as required. Operating characteristics are measured and analyzed for possible remedial action. In addition super heat measurement and adjustment are studied.

HVAC1006 — Electrical Fundamentals

This course introduces students to electron theory and current flow, magnetism and voltage drop. Additional topics include resistive, capacitive and inductive circuits. Capacitance, D-C and A-C supplies and poly-phase circuits are also investigated. A-C inductive and capacitive reactance and impedance as it relates to air conditioning circuits will also be covered. Ohms Law calculations related to series and parallel circuits will be studied.

HVAC1008 — Electrical Circuit Analysis for HVAC

With attention to HVAC&R electric control circuit pictorial and schematic diagrams, students will explore pilot control, line load circuits and the components appropriate for contemporary HVAC&R systems. The construction, circuit analysis and drafted sequence of operation for ladder schematics including proper controls and circuit safety devices will also be discussed, along with single and three phase starting sequence for induction motors and reduced voltage motor starter applications.

HVAC1009 — Drafting

Addressing basic mechanical and architectural drafting practices with emphasis on the correct use of drafting equipment to produce quality drawings, topics of this course also include: line types, weighting, lettering, scale drawings, symbols and schedules. Drawings using the viewing methods of orthographic projection, oblique projection, one and two-point perspective and isometric projection will be covered. Section and auxiliary viewing methods will be investigated as a means of allowing the student to better visualize on paper an object that is to be drawn. Hydronic pipe drafting practices will also be covered.

HVAC1016 — Gas Technician II (Part A)

This course provides the first half of the theory and skills designed to meet the educational requirement for Gas Technician 2 certification. It includes: advanced piping, controls, meters, regulators and valves, domestic gas fired refrigerators and conversion burners.

HVAC1017 — Gas Technician II (Part B)

Part B of the Gas Technician II course covers such topics as: water heaters and systems, forced warm air heating systems, space heating and decorative appliance, venting, air handling systems, liquid propane and flame safeguard control.

HVAC1018 — Gas Technician III (Part I)

Contact department for course description.

HVAC1019 — Gas Technician III (Part II)

Contact department for course description.

HVAC001 — HVAC System Design

A review of first year design theory; students will continue investigation of gas laws, tables and equations. Commercial load calculation procedures, using ASHRAE design material and code standards, and advanced psychometric analysis including evaporative and mixed air processes will also be explored.

HVAC2002 — System Control

Studying modulating electric three-wire control circuits for integrated HVAC building control systems, students will also examine pneumatic control system night setback operation, application and operation of pneumatic controllers, actuators, control relays and switches for typical HVAC building systems.

HVAC2003 — Refrigeration Theory II

Refrigeration Theory will address refrigerant piping installation design, moving on to Mollier diagram plots of typical single stage, two stage and compound thermodynamic cycles for mechanical refrigeration systems. Residential heat pump systems will be discussed, and participants will explore lubricating oil analysis, selection, acids and viscosity and flow in systems.

HVAC2006 — Laboratory Application II

Students will concentrate on learning the operation of a medium temperature refrigeration system, also studying superheat measurement and adjustment. Piping pressure drop determination, electric control system installation and adjustment will be discussed, as well as system test procedures.

HVAC2011 — Air Conditioning Theory I

Contact department for course description.

HVAC2012 — Air Conditioning Theory II

Contact department for course description.

HVAC2013 — HVAC Computer Application

Contact department for course description.

INTV1002 — Interpersonal Skills

An introduction to theories and practices of interpersonal skills, this is an experiential course that encourages students to reflect on and identify their strengths as communicators.

INTV1003 — Introduction to Field and Community Resources

Students will gain an overview of the agencies, programs and services available to people who are deaf-blind. Through a combination of classroom learning and field trips, students will acquire a framework that demonstrates the breadth of roles of the intervenor.

INTV1004 — Deaf-Blind Communication I

This course addresses communication methods used in the community of people with acquired deaf-blindness. Students will learn finger-spelling, two hand manual alphabet, adapted American Sign Language, large print notes, and précis and minimal language skills. Laboratory instruction and skills practice support and reinforce theory.

INTV1005 — Deaf-Blind Communication II

While the theories and skills associated with communication in the field of congenital deaf-blindness are studied, emphasis is on concept development, gestural and non-formal communication. Students will acquire skills in AITSL (Adapted Interactive Tactile Sign Language). In the final semesters students will gain an understanding of the basics of SEE (Signed Exact English).

INTV1006 — Orientation and Mobility

Students will learn the skills needed to safely and effectively guide a visually impaired or deaf-blind person in a variety of situations, and will spend a significant portion of class time working under blindfold in the community.

INTV1007 — Field Work Seminar

Through examination of issues, skills and values, the seminar supports integration of classroom theory with field practice and fosters peer support among intervenors. Students are given an opportunity to discuss all aspects of their field work. Co-requisite: INTV1008

INTV1008 — Field Work Practice

This course gives each participant 140 hours of guided and supervised work experience during the course of the semester. Students will be placed in programs/agencies that will provide experience in both the congenital and adventitious areas of deaf-blindness. Prerequisite: INTV1006. Co-requisite: INTV1007.

INTV1009 — Deaf-Blind Communication I

A continuation of INTV1004. Prerequisite: INTV1004.

INTV1010 — Deaf-Blind Communication II

A continuation of INTV1005. Prerequisite: INTV1005.

INTV1011 — Skills of Daily Living/Assistive Devices

Students will gain an understanding of adaptations of and appropriate teaching methods for skills of daily living. A variety of both high and low tech devices that assist deaf-blind people will also be demonstrated and available for practice.

INTV2001 — Field Work Seminar

See INTV1007. Prerequisite: INTV1007, INTV1008. Co-requisite: INTV2002.

INTV2002 — Field Work Practice

See INTV1008. Prerequisite: INTV1007, INTV1008, INTV1009, INTV1010. Co-requisite: INTV2001.

INTV2003 — Deaf-Blind Communication I

A continuation of INTV1009. Prerequisite: INTV1009.

INTV2004 — Deaf-Blind Communication II

A continuation of INTV1010. Prerequisite: INTV1010.

INTV2006 — Deaf-Blind Communication III

Participants learn to read and write braille to the end of the grade one level.

INTV2007 — Independent Project

The student has an opportunity to work independently on a project of their choice, while regular guidance and support are provided through meetings with faculty. Students produce a project that is of use to a person with deaf-blindness, an agency or program or the intervenor program. Projects may be theoretically or practically based.

INTV2008 — Field Work Practice

See INTV1008 and INTV2002. Prerequisite: INTV2001, INTV2002, INTV2003, INTV2004. Co-requisite: INTV2009.

INTV2009 — Field Work Seminar

See INTV1007 and INTV2001. Prerequisite: INTV2001, INTV2002. Co-requisite: INTV2006.

INTV2010 — Deaf-Blind Communication I

A continuation of INTV2003. Prerequisite: INTV2003.

INTV2011 — Deaf-Blind Communication II

A continuation of INTV2004. Prerequisite: INTV2004.

INTV2012 — Deaf-Blind Communication III

This optional course will allow students to acquire the skill of grade two braille. The course is only offered if there is a sufficient number of students registered.

INTV2013 — Intervention with Medically Fragile Persons

An introduction to the skills and techniques necessary when working with people who are medically fragile. Wheelchair transfers, suctioning and G. tube feedings are areas that are covered in depth.

JEWL1001 — Jewellery Rendering and Illustration I

This course will introduce the student to rendering and illustration skills as a means of communicating concepts for jewellery pieces. Areas covered include rendering volume, gemstones, metals, and textures with pencil, perspective, 3 plane projections (workshop drawings), and exposure to the various media including pencils, coloured pencils and the surfaces used for jewellery rendering.

JEWL1004 — Enamelling II

Enamelling is the process of fusing glass to metal. Students will employ the tools and materials of enamelling to create jewellery pieces with a variety of techniques including stencilling, fine line calligraphy, cloisonné, champleve and foil. Historical and contemporary applications will be discussed.

JEWL1005 — Gemmology I

This course introduces the student to the scientific theory behind the practical use of stone identification equipment. Crystal systems, stone cuts, correct nomenclature, causes of colour, use of the microscope to distinguish natural from synthetic gemstones, and intensive practice in identification of gemstones form the content of this course.

JEWL1006 — Jewellery Appraisal

Dealing primarily with various presentations of gemstones and jewellery, this program is designed to prepare the students and make them aware of the gem and jewellery appraising field.

JEWL1007 — Metal Testing and Identification

This course covers: precious metals jewellery, precious metals marking act and testing precious metals; recognizing manufacturing methods; recognizing gem setting methods; cleaning jewellery and other merchandise before appraisal; stone weight estimation and stone grading procedure; quality grading in the entire item; basic techniques in determining a gemstone's colour grade; and pricing guide and lists.

JEWL1008 — Diamond Grading and Evaluation

Through the study of history and mining of diamonds, cutting styles, carat weight, proportion, clarity and colour of diamonds, students are given the opportunity to learn and practice identification skills and evaluation techniques otherwise unavailable. Students entering the trade may be required to be bonded.

JEWL1009 — Gemmology II

This course builds on Gemmology I. Introducing more advanced concepts including the chemical and physical properties of less frequently used gems, imitations and simulants, organics, reaction to jewellery repair, reaction to setting and enhancement processes.

JEWL1010 — Gemmology I

This is the first of 4 courses in Gemmology. Students will study crystal structures, physical properties of gemstones, tests and qualities used to identify gemstones, specific gemstone cuts, correct nomenclature for gemstones, and the equipment used for testing.

JEWL1012 — Gemmology II

Students will continue with the examination of gem materials with the emphasis on identifying the desirable characteristics as well as the flaws in composition, crystal structure, colour and the presence of undesirable inclusions. Students will also learn to grade coloured stones according to origin, colour, clarity and cut.

JEWL1013 — Goldsmithing I

This course introduces students to basic goldsmithing through assigned projects that emphasize manual dexterity and hand/eye co-ordination. Emphasis will be on familiarity and accurate use of materials and tools. Safety issues and proper tool maintenance practices will be discussed.

JEWL1016 — Theory of Goldsmithing I
Students will perform basic goldsmithing skills: sawing, shape by filing, soldering, annealing, bending, forming and ingots. Basic metallurgy and formulae related to jewellery making will be introduced. Correct use and terminology of tools and equipment is emphasized.

JEWL1017 — Metal Finishing I
Students will learn the fundamentals of metal finishing through lecture, demonstrations and practical assignments. Students will employ the techniques necessary to take a piece of metal from a rough worked state to a high mirror finish. A broad range of tools and equipment available will be covered as well as safe working practice.

JEWL1018 — Theory of Goldsmithing II
In this course students will continue to extend skills learned in JEWL1016, to acquire knowledge in rivets, metal forming, basic findings, basic chain making, tubing, pyramid and cone constructions, tool making, bezel setting and cone setting construction.

JEWL1019 — Metal Finishing II
This course is a continuation of Metal Finishing I. Students will polish more complex forms as well as experimenting with textured and coloured surfaces as additions or alternatives to the polished surface. Specialized tools and equipment will be introduced.

JEWL1030 — Goldsmithing II
Students will employ skills learned in Theory of Goldsmithing II and Jewellery Design II to complete four jewellery projects. Students are encouraged to demonstrate refinement of the skills acquired in Goldsmithing I.

JEWL1032 — Jewellery Repair Theory I
With emphasis on the student acquiring a working knowledge of topics covered and an underlying understanding of the processes covered, this entry level course presents the theoretical aspects of the essential elements of jewellery fabrication and manufacture. Students will use this material in the preparation and completion of assignments for JEWL1033.

JEWL1033 — Jewellery Repairs
Students will learn the basic skills to perform the most common requirements of a jewellery repair position. These projects will provide hands on experience and will reinforce the theoretical material in JEWL1032.

JEWL1034 — Introduction to Gemmology I
This course is a basic study of gemstones for Repair students. The student is required to understand the properties of gemstones that affect repair techniques and to practice gem identification.

JEWL1035 — Jewellery Repairs II
Students will learn the basic skills needed to perform the most common requirements of a jewellery repair position, and will complete projects which will introduce and provide practice in jewellery repair and custom make up. This level will often reinforce the theoretical material in JEWL1035.

JEWL1036 — Jewellery Repair Theory II
This course covers aspects of the essential elements of jewellery fabrication and manufacture. Students will use the theoretical material in the preparation and completion of assignments for JEWL1035.

JEWL1037 — Introduction to Gemmology II
This course continues work begun in JEWL1034 on the identification and properties of gemstones as they relate to jewellery repair techniques.

JEWL1038 — Technical Drawing
Basic jewellery rendering skills are a prerequisite for communication with clients. Students will learn how to create and work from a workshop drawing, the tools and equipment necessary for jewellery illustration and how to express volume, metal and gemstones with pencils.

JEWL1042 — Jewellery Design I
Students are introduced to the fundamentals of jewellery design. Familiarity with methodologies used to develop designs, how to best utilize a sketchbook, comfort with the visual design vocabulary, the use of research techniques, and the use of models are the topics covered in this course.

JEWL1043 — Jewellery Design II
This course explores the development of designs through the use of narrative, process, alternative or found objects, and specific jewellery function. Students will utilize projects from Goldsmithing II to apply these design strategies. There will be in-class exercises to enhance understanding of the processes.

JEWL1044 — Gemsetting for Repair
Jewellery repair situations often call for knowledge of gemsetting. This course will focus on those aspects of gemsetting useful to the skilled repairperson; how to unset and reset a stone; recognition of types of settings; knowledge of the construction of settings; the use and maintenance of specialized setting equipment.

JEWL1045 — Jewellery Casting
Casting is the primary technique for mass production in jewellery manufacture. Students will learn the process through lectures and assignments that follow production of pieces from an original model through casting, making a mold, and creating multiple castings of the original piece.

JEWL1045 — Jewellery Studio
Contact department for course description.

JEWL2001 — Jewellery Rendering and Illustration II
This course builds on Jewellery Rendering and Illustration I. Students will continue to work with topics previously studied and be introduced to colour theory and colour rendering techniques employing gouache. False perspective will be introduced.

JEWL2002 — Jewellery Rendering and Illustration III
Students will continue to develop skills presented in previous courses. Possibilities of rendering and illustration styles will be explored through presentations and/or guest speakers.

JEWL2003 — Gemmology III
Properties and testing of the more common gems are studied in detail. Topics will include their chemical and physical properties, varieties, main localities, toughness and hardness, as well as their reaction to setting, repair and cleaning. The methods of artificial alteration of colour in gemstones, such as heat and irradiation will also be examined.

JEWL2005 — Gemmology IV
The more common organic and inorganic gems, including natural, cultural and imitation pearls, will be explored thoroughly, including identification, treatment, grading and care of pearls.

JEWL2006 — Gemsetting I
This course introduces the student to the fundamentals of gemsetting. Students will learn about the construction and maintenance of essential tools used in gemsetting procedures by working with them on practice exercises that include claw and bezel setting.

JEWL2007 — Jewellery Repairs I
Class participants will learn a wide variety of repair techniques: ring sizing, reshanking, chain repair, metal testing, bead stringing, machine engraving, retipping, soft solder, electroplating and chemical bonding.

JEWL2008 — Jewellery Repairs II
Under supervision, items in need of repair are worked on by the students. Students are provided with as many different types of repair as possible.

JEWL2009 — Theory of Goldsmithing III
The primary subject matter of this course is the process of lost wax centrifugal casting. Students will apply knowledge gained through lecture, demonstrations and assignments to Goldsmithing III projects. Other techniques to be introduced include fusing, reticulation, chasing and repoussé, and photography.

JEWL2010 — Theory of Goldsmithing IV
The exploration of decorative techniques will continue with sheet metal laminations, inlay, Japanese alloys and etching. The plastic qualities of metal will be explored through forging, and anticlastic forming. The mechanics of handmade catches are introduced.

JEWL2011 — Gemsetting II
Students will build upon their knowledge from Gemsetting I through hands on experience working on gypsy and channel settings. Students will be introduced to bead setting, caliber setting, flush, illusion, star and cut-down setting.

JEWL2014 — Goldsmithing III
This intermediate course provides students with the opportunity to produce both one of a kind and multiple production jewellery by the lost wax centrifugal casting method. Emphasis will be placed on the appropriate use of the process and recognition of quality standards.

JEWL2015 — Goldsmithing IV
Students will employ karat gold to fabricate a brooch, a mechanical catch and a ring. The construction of hinges will be introduced through an assigned sample. Students are encouraged to employ the techniques and processes from Theory of Goldsmithing III and IV in the creation of their projects.

JEWL2019 — Jewellery Design III
This course will employ the projects from Goldsmithing III as the basis for exploration of jewellery design methodologies. Emphasis will be placed on research and the objective analysis and critique of designs.

JEWL2020 — Jewellery Design IV
The students will work with projects from Goldsmithing IV to develop their facility and speed with specific design criteria. In-class assignments will provide opportunity to practice design skills.

JEWL3001 — Jewellery Rendering and Illustration IV
Students will refine skills introduced in previous courses and will be expected to experiment with a personal style of rendering. Renderings for jewellery competitions will be produced.

JEWL3002 — Jewellery Rendering and Illustration V
Students will refine skills introduced in previous courses with regard to speed and fluency. Material preferences and a personal style of rendering should already be established. This course will allow an opportunity to prepare a body of work illustrative of their style. Renderings for jewellery competitions will be produced.

JEWL3003 — Diamond Grading and Evaluation I
Using the microscope and the colour master set, practical diamond grading will be accomplished by following the prescribed steps and filling the information on the diamond grading form according to cut, clarity, colour and carat weight.

JEWL3005 — Diamond Grading and Evaluation II
See JEWL3003.

JEWL3007 — Jewellery Repairs III
Under instructor supervision, items in need of repair are worked on by the students. An attempt is made to provide every student with as many different types of repair as possible.

JEWL3008 — Jewellery Repairs IV
See JEWL3007

JEWL3009 — Goldsmithing V
Students will make jewellery that they have designed within established parameters. A variety of projects will be selected in order to give the student the maximum learning opportunity. The main focus of this course is to make jewellery. Through problem solving with the professor and other students, they will perform construction procedures both in class and independently.

JEWL3014 — Theory of Goldsmithing V
Students are introduced to the theoretical aspects of a wide range of jewellery related topics, including the use of the hydraulic press, electroforming, transfer etching, the use of jigs and the construction of an omega back clasp.

JEWL3015 — Theory of Goldsmithing VI
Through a combination of presentation methodologies students will encounter a variety of processes in jewellery related topics. These will include wire and plate lamination, handmade chains, cluster ring theory and construction, and the properties of platinum and palladium.

JEWL3020 — Goldsmithing VI
Students will make jewellery that they have designed within established parameters. A variety of projects will be selected in order to give the student the maximum learning opportunity. The main focus of this course is to make jewellery. An independent study project will allow the student to explore personal interests.

JEWL3023 — Professional Practices
Through individual and group assignments, the students will prepare for their professional careers by creating résumés, portfolio, network and business contact lists. A wide variety of guest lecturers will offer the role models and professional insights and information.

JEWL3033 — Jewellery Design V
This course continues the study of jewellery design from previous semesters. Concentration will be on design for competitions, reinterpreting historical styles and design considerations for production work as relating to Goldsmithing IV projects.

JEWL3034 — Jewellery Design VI
The focus for this course is designing to specific criteria, for a particular market or individual client. Personal style will be stressed through the independent research project from Goldsmithing VI.

KINE1001 — Kinesiology I
The course is centered around the skeletal, articular and connective tissue structure of the human body. Emphasis is placed on the relationships of structure and function within the context of human movement, joint stability and range of motion.

KINE1002 — Kinesiology and Biomechanics
Contact department for course description.

KINE1003 — Kinesiology/Biomechanics for Technicians I
Through a series of modules, the students develop an understanding of the introductory biomechanical concepts applied in clinical practice for orthotists and prosthetists.

KINE1004 — Kinesiology II
With the framework for the human body established in KINE1001, this course will examine specific body areas as integrated functional units. Special emphasis will be placed on muscle identification, location and function. The anatomy of the whole joint area will be studied in the context of a moving body with significant time spent on exercise design, analysis and safety.

KINE1005 — Kinesiology/Biomechanics for Technicians II
See KINE1003.

KINE2001 — Prosthetics and Orthotic Clinical Case Studies
Contact department for course description.

LAW1002 — Legislation and Social Issues
Become familiar with the Child and Family Services Act (1984) and the relevant sections of the Education Act, the impact of the pertinent pieces of legislation, how to work within the legal framework to continue advocating children's and adolescents' needs and rights, how to confront a social issue in depth and to determine what is being done to address it.

LAW1006 — Employment and Human Rights Law
Students will be provided with a comprehensive overview of legislation currently existing and under consideration regarding employment and human rights in the workplace.

LAW — Employment Law
Contact department for course description.

LAW1011 — Business and Family Law
This course concentrates on business and family legal issues which are of interest to financial planners. Topics include proprietorships, partnerships, corporations, and the law of agency. Relevant areas of Canadian Family Law will be discussed.

LAW2003 — Commercial Law
This course provides students with the basis for a fundamental understanding of the major areas of law that affect organizations carrying on business in Canada.

LAW2008 — Health Care Law
This course is an examination of the legal issues relating to the collection, use, retention and storage of health record information, a study of the practical and legal issues involved in the consent to treatment process, and an overview of Canadian and Ontario law relating to health care.

LAW2014 — Law and Security
The hospitality student is provided with a layperson's knowledge of law and specific knowledge of hospitality law, insurance, methods of protecting the security of guests, enforcement of house policies and related legislation.

LAW2020 — Legal Terminology
Students learn commonly used legal terms and the context and circumstances in which they might be used.

LAW5004 — Hospitality Law
This course aims to give the student an understanding of the laws regulating the hospitality industry, mainly concentrating on laws related to the service of foods and beverages.

LIBA1009 — Speaking With Confidence
Through an examination of contemporary social issues, this elective or mandatory General Education course aims to enhance students' understanding of themselves and the society in which they live. The course is designed to improve students' oral presentation skills as students will learn strategies for being persuasive. In addition to effective oral presentation skills, listen, evaluating and non-verbal aspects of communicating are covered.

LIBA1011 — Canadian Literature
Students are introduced to literary theory and techniques of literary criticism by examining poetry, fiction, and other forms of writing. The possibilities for defining a national literature, developments in Canadian literary history, and strategies for the detailed reading of works of literary art will be discussed.

LIBA2000 — Desktop Video Storytelling
This course responds to "...the need for accurate information and realistic representation of Aboriginal people and the central role of communication..." taken from RCAP Report. Aboriginal students will share their perspective by appropriating communications technologies; learning to operate a video camera, to coordinate a video production, and to edit their work using AVID CINEMA MAC, desktop video editing system. Students will take a hands-on approach to learning about script writing, interviewing, acting, videoing, narrating, using sound and special effects, and editing. The process will involve teamwork, collaborative learning. And participation in community-based cultural activities.

LIFE1001 — Career Studies I
This course is designed to enable first semester General Arts and Science students to develop the skills and competencies necessary for academic success in college. The course is taught through lectures, class discussion, assignments and small group work.

LIFE1002 — Life Skills I
Emphasis will be on small and large group interaction; groups will explore elements of group interaction.

LIFE1003 — Life Skills II
Emphasis will be on self-exploration and exploring and modifying elements of a satisfying and productive lifestyle.

LIFE1005 — Life Skills Methodology I
Life Skills I combines theory with practice and emphasizes skill development and problem solving to deal with life situations under the categories of personal, self, family, work, leisure and community.

LIFE2004 — Life Skills Methodology II
Contact department for course description.

MARK1001 Introduction to Marketing for Non-Marketing Students

This is an introductory course in the philosophy, theory and application of modern marketing concepts, principles and techniques. The student will examine the contribution of marketing to society as a whole and the role and functions of the marketing department. Important topics include the marketing environment, consumer behaviour, market segmentation, market targeting, positioning and the development of the marketing mix.

MARK1002 Professional Selling

This is an introductory course in professional selling and relationship management, which requires prior knowledge, acquired in introductory marketing principles. The course is designed to prepare the student to develop knowledge, skills and attitudes required to be successful in dealing with modern selling situations. This includes negotiating and building mutually beneficial long-term partnerships in both organizational and client based environments. Student will use industry-standard contact management software and Internet exercises.

MARK1003 Advertising

This is an introductory course in advertising principles and practice. Students learn how advertising fits into an integrated marketing communications program. They also gain an understanding of media planning and creative development for various print and broadcast media. This student is given insight into the changing Canadian advertising industry. As well, the student develops and presents a comprehensive advertising plan.

MARK1020 Principles of Marketing I

This is an introductory course in the theory and application of marketing concepts. Students study marketing in relation to society and the role of marketing in an organization. Students learn about the importance of effectively establishing a target market and how buying behaviour influences marketing decisions.

MARK1024 E-Business Concepts

This course gives students an understanding of how rapidly changing technology is changing the way that organizations approach their markets.

MARK1025 Business Ethics and Law

This course covers the legal framework within which marketing strategies are formulated. Topics include: the law relating to contracts, contract negotiation, insurance and product liability issues and how to negotiate licensing agreements. The learning environment is characterized by classroom discussion and the analysis of "real-life" case studies.

MARK1026 Principles of Services Marketing and Customer Relationship Management Strategies

This course will focus on the skills and concepts necessary to effectively market financial services and financial products. Topics discussed include client behaviour models, marketing strategies for the financial services sector and communication and distribution management.

MARK1027 Marketing Management

This course is designed to provide students with an understanding of advanced marketing theory. Emphasis is placed on creating insight into how the organization develops a marketing strategy – recognizing environmental factors and influences.

MARK1028 Personal Selling for Financial Products and Services

This provides students with training in personal selling and client management, from a financial products perspective. Class participants will concentrate on the techniques of salesmanship while placing the client at the center of activity.

MARK1029 Financial Products and Services I

This course introduces students to the products and services available in Canada in more detail, including products and services for retirement and estate planning and risk management and insurance planning.

MARK1031 Consumer Behaviour and Financial Needs

This course focuses on understanding consumer behaviour and specifically on how it relates to financial products and services. Students will learn how different market segments exhibit different buying behaviour and purchasing patterns – and how to generate marketing programs for these different segments.

MARK1032 Comprehensive Strategic Management Project

In this course, marketing students work with students from other areas of study – including financial planning, and accounting – in order to complete a comprehensive strategic management project for a real company.

MARK1033 Competitive Intelligence/Secondary Research

The competitive intelligence process is the systematic acquisition, analysis, and evaluation of information about known and potential competitors. Students learn how to use secondary research such as the Internet, and primary research such as interviews – in order to gather useful competitive intelligence.

MARK1034 New Research Technology

Technology has impacted the way that data is gathered, analysed, and communicated. This course presents the latest industry-standard technology to students and shows them how to use it in order to maximize their business intelligence programs.

MARK1035 Marketing Essentials

Contact department for course description.

MARK2007 Marketing Research I

Marketing research is the systematic and objective planning, gathering, recording and analyzing of information to enhance the decision making process of marketing managers. In this course, students will focus on problem-specific research. Topics covered include the process of marketing research, research design, data collection methods and sampling techniques.

MARK2009 New Product Planning

Evidence suggests that nine out of ten product ideas and three out of ten new products fail. This course takes students through the process of new product development – idea generation, screening, concept testing, business analysis, product development, market testing and commercialization. Students will understand how product development fits into an organization's overall marketing plan.

MARK2010 Statistics II for Marketing

In this quantitative approach to marketing analysis and decision-making students use variety of forecasting, regression correlation, sensitivity analysis and linear programming. Pre-requisite:STAT1010

MARK2011 Marketing

The hospitality management student will explore the basic principles of marketing and their application to the hotel business. Continuing to study marketing, especially food and beverage advertising sales promotion, public relations, personal sales and menu preparation, hospitality management students will work in small groups and create a plan for an event related to the hospitality industry which will take place at the college campus for the benefit of the entire student population.

MARK2014 Marketing Project

The emphasis of this course is on the completion of the marketing plan of a hotel for one full calendar year. This hotel will be targeted as your final semester management product for Financial Management and Front Office Operation. Prerequisite: MARK2011.

MARK2020 International Marketing I

This course teaches students how to understand and apply basic International marketing and competitive strategies in order to identify and successfully exploit international business opportunities. Emphasis will be placed on the analysis of international markets and the implementation of marketing concepts learned in prior courses in an international context.

MARK2027 Sales Training and Client Management

Class participants will concentrate on the techniques of salesmanship while placing the client at the centre of activity. Areas of study include buying motives, prospecting, planning the sales presentation, handling objectives and closing the sale. The student will analyze sales management problems in order to develop sales opportunities and tactics.

MARK2028 Marketing Financial Services

This course will concentrate on the characteristics of marketing financial services and financial products, elements and coordination of the financial services market, and public and media relations.

MARK2030 Financial Products and Services II

This course is a continuation of Financial Products and Services I and covers tax and investment planning products and services.

MARK2033 Database Marketing

Database marketing uses today's computer technology and the wealth of information available to marketers to create marketing programs that appeal to customers in a highly personalized manner. Topics discussed include: how databases are used to acquire new business and build customer loyalty, the theory of Lifetime Value Analysis, Matrix Marketing and Cross-marketing.

MARK2037 Database Marketing Strategies I

This course covers the fundamentals of database marketing. Students learn how to develop marketing databases, identify segmentation opportunities, estimate and apply Customer Lifetime Value – in order to increase and manage customer retention.

MARK203B Database Marketing Strategies II

This course builds on Database Marketing Strategies I and takes students through more complex database marketing concepts including geodemographic applications, cluster analysis, and product affinity analysis.

MARK2039 Data Mining Tools and Techniques

Companies are faced with an abundance of data – and in most cases, little knowledge on how to use this data effectively. This course teaches students how to use the latest tools and techniques for extracting essential marketing information from data.

MARK2040 Database Marketing Project I

This course provides students with the opportunity to synthesize the concepts learned in other courses and apply them to a real-life database-marketing project. Students work with a company to design a comprehensive database-marketing program for a "client."

MARK2041 Database Marketing Project II

This course is a continuation of Database Marketing Project II. In this course, students implement, analyse and evaluate the success of their database marketing program. Both the teacher and the "client" evaluate the student's work.

MARK2042 Advanced Computer Applications for Database Marketing

This course covers advance computer applications for database marketing.

MARK2043 Customer Relationship Management Strategies and Techniques

This course is presented in a case study format. Students learn how to store and analyze data more effectively, spot new trends quickly and build lasting relationships with customers – using the latest CRM software.

MARK2044 Marketing Research Principles

This course covers the process of marketing research, research design, data collection methods and sampling techniques. Students will focus on applied, problem-specific research.

MARK2045 Research Project Management and Research Communications

This course gives students the knowledge and skills necessary to effectively manage a research project – from start to finish. Topics covered include: project definition, planning, time and resource allocation, critical path analysis, costing and risk analysis. Students also learn how to effectively communicate the results of a research project.

MARK2046 Customer Satisfaction Measurement – Comprehensive Project

Customer satisfaction research is an important area of business intelligence. Students will design a complete customer satisfaction measurement program using the concepts discussed in other courses.

MARK2047 Qualitative Design and Analysis

This course provides students with a sound understanding of the fundamental skills of qualitative research. Topics discussed include; how, when and why qualitative research is used, alternative methodologies available, sample structure and design issues, and analysis and interpretation of data.

MARK2048 Quantitative Design and Analysis

This course gives students an understanding of every aspect of quantitative research. Topics discussed include; when to use quantitative research, data collection methods and how to choose between them, questionnaire design, and exploring data and investigating hypothesis.

MARK2049 Principles of Marketing II

This course builds on the principles discussed in Principles of Marketing I. Students study the promotional mix – including advertising, publicity, personal selling and sales promotion – as a part of an integrated marketing plan.

MARK2050 Personal Selling Techniques

In this course, students learn how to make a professional sales presentation. The course covers the various elements of a sales presentation and the student learns how to successfully deal with selling challenges, using professional selling and relationship management techniques. Communication and negotiation skills are developed using a variety of learning experiences, particularly role-play and case studies

MARK3007 Services Marketing

Service organizations make up a significant, and growing, part of our economy. This course is designed to give students an understanding of how to design and implement a marketing program for a service organization and explores some of the unique issues and problems facing service organizations.

MARK3016 Marketing for the Not-for-Profit Sector

Every organization needs marketing expertise in order to survive – this is especially true in the not-for-profit sector. This course provides students with an understanding of how to develop and implement effective marketing and fundraising programs for the not-for-profit sector. Topics include: targeting specific markets, attracting resources, increasing awareness of offerings and working together with other organizations.

MARK3017 Strategic Marketing Management

This is an advanced course in marketing strategy. The course will present students with an effective approach to analyzing, planning and implementing marketing strategies. Students will develop the skills needed to analyse the total environment facing a company and to formulate strategies to maximize opportunities and establish a defensible position against environmental threats. Learning experiences include the extensive use of case studies to emphasize the application of marketing principles in a variety of decision-making situations.

MARK301B Marketing on the Web

Marketing on the web is a quickly evolving area of marketing. This course explores marketing principles in the context of the Web – including how segmentation, target marketing and positioning are executed on the web.

MARK3019 Sales Promotion/Publicity

In this course students learn how to develop effective sales promotion programs. In the context of an integrated marketing communications program, students learn how to apply fundamental principles and practices to develop a comprehensive sales promotion plan. As well, the course addresses the role of P.R. for a firm, including the preparation of news releases for all media, and the development of effective P.R. campaigns.

MARK3020 Retail Management

This course introduces students to basic concepts and practices in the quickly evolving and increasingly complex retail industry. This course covers all aspects of retail management – including the complex nature of the retail industry, buying behaviour of retail customers, and how to devise a sound retail management strategy. The impact of technology – especially the Internet – on retailing is also discussed.

MARK3021 Sales Management

In this course, the student learns the role of the sales manager in staffing and training, developing and implementing sales compensation plans, leading and motivating a sales staff and evaluating sales performance. Students also use their analytical and problem solving skills to evaluation and solve problems in sales performance. Topics are covered from the perspective of a sales manager as a decision maker.

MARK3022 Customer Relationship Management

In this course, students learn the importance of understanding and managing the customer. Students begin by learning exactly what CRM is and the difference between short- term CRM strategies and CRM as an ongoing business management approach. Students also learn how to develop a customer strategy and what organizational and cultural changes are needed in order to implement CRM.

MARK3023 Integrated Marketing Communications – Comprehensive Project

In order to effectively compete in today's marketplace, organizations have had to take an integrated approach to marketing communications. In this course, students use the knowledge gained in other courses to complete an integrated marketing communications plan for a company – including advertising, sales promotion, direct response advertising, internet advertising, public relations and event marketing

MARK3024 Direct Response Marketing

Direct response marketing is the fastest growing area of marketing in Canada. In this course, students learn how to develop and implement and effective direct marketing program that meets the needs of an identified target market.

MARK3025 Marketing Research II – Comprehensive Project

This course builds on the theory and skills learned in Marketing Research I. Students will utilize the knowledge gained to conduct and present a comprehensive marketing research study.

MARK4003 Principles of Marketing

Contact department for course description.

MARK4004 Promotion and Presentation Strategies

Contact department for course description.

MATH1001 Mathematics Skills I

Introduction to budgeting using realistic, everyday situations; cost comparisons.

MATH1002 Mathematics Skills II

Review of budgeting and cost comparisons and introduction to calculating taxes, using income tax forms and calculating G.S.T. and P.S.T. and interest charges.

MATH1006 Business Mathematics

Contact department for course description.

MATH100B Mathematics for Business and Management

An introductory business mathematics course, the course content includes break-even analysis, commercial discounts, simple interest, promissory notes, compound interest, equivalent values and ordinary simple annuities.

MATH1012 Mathematics for Information Technology

This semester two math course builds on the concepts of MATH1005 and provides specific applications to Information Technology.

MATH1015 Mathematics of Merchandising

The Mathematics of Merchandising is a second level course in which the basic fundamentals of Business Mathematics are applied in different kinds of retail outlets. The latter part of the course deals with the necessary elements in planning and estimating inventory which will lead to successful merchandising. Pre-requisite: MATH1008

MATH1021 Mathematics of Finance
This introductory financial mathematics course allows students to gain knowledge in simple and compound interest, ordinary, simple general and defferred annuities, loan amortization, bond valuation, sinking funds and the application of these topics to investment and business decision applications.

MATH1025 Algebra I
Contact department for course description.

MATH1025 Applied Mathematics for Construction/Restoration
Contact department for course description.

MATH1025 Mathematics for Technology I
This course is designed to introduce the student to the main ideas in Algebra, from which further development will take place in later semesters. The concept of one variable as a function of another variable will be explored, as well as the relationship between functions and graphs. Methods of solving systems of linear equations will be studied, as well as factoring, algebraic functions and quadratic equations. Exponential and logarithmic functions will also be covered.

MATH1025 College Mathematics
Contact department for course description.

MATH1025 Mathematics for Microelectronics Manufacturing
Contact department for course description.

MATH1026 Mathematics
Reviewing the basic mathematical concepts related to fashion management, topics addressed are percentage in the calculation of commercial discounts, simple and compound interest, and a review of units of measure as used in the apparel industry.

MATH1027 Mathematics Foundation
Contact department for course description.

MATH1027 Foundational Business Mathematics (student requires basic math) Pass or Fail
This is a course designed for students who need help with foundational Mathematics topics. Topics covered include review of arithmetic, order of operations, decimals, exponents, basic algebra and graphing. The course will apply the above concepts to a business. Students may take all or some of these topics depending on their needs.

MATH1030 Business Mathematics
Through this introductory business math course, the student will be introduced to ratios and proportion, percent, simple interest, marketing, payroll and compound interest.

MATH1034 Mathematics for General Arts and Science (or MATH1027 pending test results)
This is a first year post-secondary mathematics course designed to build the student's confidence and ability in algebraic and geometric methods of problem solving.

MATH1034 Mathematics
Contact department for course description.

MATH1040 Mathematics
This course combines a review of basic arithmetic – addition, subtraction, multiplication, division, fractions and decimals – with an introduction to pricing, markup, markdown and costing. Problems and situations related to the expenses and financial decisions involved in running a business are explored.

MATH1047 Mathematics for Technology II
This math course covers trigonometric functions, parametric equations, vectors and complex analysis. An introduction to calculus, a review of functions and limits, as well as the first derivatives are covered.

MATH1070 Foundation Mathematics
Contact department for course description.

MATH1077 Mathematics for Mechanical Engineering
Focusing on how to solve problems using principles of geometry, mensuration and trigonometry and their application to word problems, an emphasis on algebra is included to prepare students for the calculus course of semester three.

MATH1078 Mathematics for Building Technology
Contact department for course description.

MATH1082 Algebra II
Contact department for course description.

MATH1088 Graphic Arts Math
Course content under development. Contact department for course information.

MATH1090 Calculus I
Contact department for course description.

MATH2003 Mathematics for Technology
Linear equations, slopes and solving systems of two linear equations graphically, algebraically, and by determinants, are covered along with factoring and a review of algebraic equations.

MATH2015 Applied Calculus for Mechanical Engineering
This course includes basic concepts of the differential calculus for functions of one variable: limit and continuity; the definition of derivative; differentiation rules and techniques; their application to geometrical and mechanical problems.

MATH2019 Applied Calculus for Electronics I
This course is designed to introduce the student to the main ideas of calculus, in particular: limits; derivatives and differentiation; introducing integration; methods of integration; applications of derivatives in curve sketching; related rates and min/max problems; differentiation of transcendental functions, including trigonometric and inverse trigonometric functions; exponential and logarithmic functions.

MATH1019 Mathematics for Technology III
Contact department for course description.

MATH2026 Applied Calculus for Electronics II
This math course starts with a review of integration and covers the new methods of integration and their applications. Also covered are expansions and functions in series.

MATH1019 Mathematics for Technology IV
Contact department for course description.

MATH1031 Calculus II
Contact department for course description.

MATH3002 Mathematics V
Contact department for course description.

MATH3006 Applied Mathematics for Mechanical Engineering
Principles of thermodynamics and their applications are covered in this course.

MATH3007 Mathematics
Topics covered in this course include differential equations, separation of variables, integrable combinations, fourier series and applications of every topic to fields of electronics and instrumentation technology.

MATH3010 Probability and Statistics
With heavy emphasis on electronic design, manufacturing and quality control applications, the course explores sampling and analysis statistical methods.

MATH5009 Calculations – Basic
This course is a review of basic mathematical concepts and their application to the hospitality industry.

MATH7001 Mathematics (Level 2)
Introduction to basic mathematics including whole numbers, fractions, decimals, per cent, ratio and proportion.

MATH7001 LBS Level 3
Contact department for course description.

MATH7052 Mathematics (Level 3)
See MATH7013.

MATH7053 Mathematics (Level 4)
See MATH7007.

MATH7061 Mathematics (LBS Level I)
Basic Mathematics including whole numbers, fractions and decimals.

MECH2001 Mechanics
Contact department for course description.

MENG Computer Engineering
Contact department for course description.

MENG1002 Engineering Design Theory I
The content of this course is designed for the Mechanical Engineering Technician – Tool & Die Maker program, to be consistent with standards, practices and techniques currently used in drafting/design of mechanical engineering projects. All current practices of graphic communication will be exercised in each single-concept unit, such as: sketching, the use of drafting board and computer aided drafting at the student's level. At each stage of the course functional drafting/design will be emphasized, combining the equal importance of shape description, dimensioning, material specification, related shop processes, fasteners and sectional views. Both the Metric and Imperial unit systems will be applied in this course. This course is an important foundation in any mechanical engineering program, in order to meet program outcomes.

MENG1004 Machining Fundamentals II
This course introduces the student to the concept of machining fundamentals in machine shop environment in both a practical and theoretical method using accepted manufacturing methods and techniques. The student will learn to apply accepted manufacturing practices such as process planning, cost estimating, safety and time management.

MENG1007 Machining Fundamentals I
Machining Fundamentals introduces the student to the concept of machining fundamentals in machine shop environment in both a practical and theoretical method using accepted manufacturing methods and techniques. The student will learn to apply accepted manufacturing practices such as process planning, cost estimating, safety and time management.

MENG1008 Manufacturing Processes
In a theoretical method using accepted manufacturing methods and techniques, this course introduces the student to the concept of manufacturing fundamentals in a manufacturing environment. The student will learn where to apply these accepted manufacturing processes for maximum efficiency.

MENG1009 Engineering Design – Theory II
Designed for the Mechanical Engineering Technician – Tool & Die Maker program, this course builds on the principles covered in Engineering Design Theory I, including the following topics: assembly drawings; bills of materials; auxiliary views; fabrication assemblies and subassemblies; weld symbols; engineering office documentation; tolerances and fits; and introduction to GD&T.

MENG1019 Fluid Mechanics
This course investigates two areas of fluid mechanics: the statics of fluid containment and floatation, and the dynamics of power transmission through simple piping systems. The student will be able to apply these principles in a range of engineering design situations that include pneumatic and hydraulic systems, fluid distribution and ventilation systems and special purpose machines. Practical problems are analyzed for the determination of sizes, forces, power values, etc. in both the imperial and Metric systems, and the operation of some standard items is also discussed.

MENG1026 Engineering Design I
Students will learn to follow the standards, practices and techniques currently used in drafting/design of mechanical engineering projects. All current practices of graphic communication will be exercised in each single-concept unit, such as: sketching, the use of drafting board and computer aided drafting at the student's level. At each stage of the course functional drafting/design will be emphasized, combining the equal importance of shape description, dimensioning, material specification, related shop processes, fasteners and sectional views. Both the Metric and Imperial unit systems will be applied in this course.

MENG1027 Introduction to Machining Fundamentals
This course introduces the student to the basic concepts of machining fundamentals in machine shop environment in both a practical and theoretical method using accepted manufacturing methods and techniques. The student will learn to apply accepted manufacturing practices such as process planning, cost estimating, safety and time management.

MENG2002 Jig & Fixture Making
Building on machining skills learned in semesters 1 and 2, the student will start the construction of a progressive die in this third semester. In this course, students will be able to build a die set by reading and interpreting die drawings and sketches and fabricate a die set from machined components and initial machining of component parts of a die. The student's die will be started in Semester 3, (MENG2002) and completed in Semester 4 (MENG2004).

MENG2004 Die Making
This course introduces the student to the concept of die making in manufacturing environment in both a practical and theoretical method using accepted manufacturing methods and techniques. The student will learn to apply accepted manufacturing practices and will focus on more complex manufacturing processes of die design and die making.

MENG2005 Mechatronics I
Building on Engineering Design I and II, in Mechatronics I design projects will integrate mechanical and control engineering. The student will learn and apply concepts basic to jig and fixture design, such as locating and clamping principles, material suitability and use of standard components. Some advanced manufacturing concepts will be introduced and utilized in design projects. Application of advanced geometric dimensioning and tolerancing is critical for all design projects. All concept and design will be instructed and practiced according to CSA (ISO) standards. This course is a prerequisite for Mechatronics II.

MENG2008 Control Technology I
Control Technology I is one of the core subjects in Mechanical Engineering Technician and Technologist programs, working closely with the Mechatronics course. This course is about control systems and their application in various technologies, such as pneumatic and electro-pneumatic. Control systems, components and the design of control circuit will be studied in this course. Symbology is according to CSA (ISO) standards.

MENG2009 Mechatronics II
Mechatronics II is a continuation of Mechatronics I. In this semester the student will learn about die and machine design principles at an introductory level, and use the concept for the design of automated devices. Students will also learn about automated manufacturing systems, including handling and transfer equipment and industrial robots. Design projects are a very important part of this course, to integrate technologies such as mechanical and control engineering at technician level.

MENG2010 Control Technology II
As the continuation of Control Technology I, this course will introduce Programmable Logic Controllers (PLCs). With the combination of energy media, control systems will be reviewed and further application of actuators, sensors, processors and softwares will be discussed for the design of controls in different industries.

MENG2017 Geometric Dimensional Tolerancing
This course is designed to introduce Geometric Dimensioning & Tolerancing (GD&T) as a design specific, manufacturing and inspection language for effective communication. GD&T specifies functional relationships of parts and assemblies, and provides national/international communication base between customers and suppliers. The student learns about form, orientation, profile, locational and runout controls, datums, gaging and other GD&T control conventions. This course is complementary to Mechatronics I and prerequisite to Mechatronics II.

MENG2021 Industrial Maintenance I
Contact department for course description.

MENG2022 Programmable Logic Controllers II
Contact department for course description.

MENG2023 Dynamics of Machines
Contact department for course description.

MENG2024 Industrial Maintenance II
Contact department for course description.

MENG2025 Advanced Manufacturing Processes
Contact department for course description.

MENG2027 Programmable Logic Controllers II
Contact department for course description.

MENG2028 Mechanical Power Transmissions
Contact department for course description.

MENG3006 Thermodynamics
As well as examining internal combustion engines and refrigeration, students will be introduced to the principles, processes and laws of thermodynamics applicable to mechanical engineering.

MENG3008 Project Design I
In Project Design I the student advances his/her theoretical and practical knowledge to integrate engineering science, manufacturing processes and mechanical design, to facilitate innovation, the design of a new product, to analyse a system and make decisions on how the product is to be manufactured. The knowledge of intermediate design fundamentals, drafting standards, tolerancing and GD&T are expected and necessary. Students will also learn about automated manufacturing systems, including handling and transfer equipment and industrial robots. Design projects are a very important part of this course, to integrate technologies such as mechanical and control engineering at technologist's level. This course is working parallel with Manufacturing Control Applications I.

MENG3009 Manufacturing Control Applications I
Based on Control Technology I and II, this course is analysing, proposing solutions and designing devices for product and process mechanization and automation to improve economy and efficiency. This course utilizes pneumatic, electro-pneumatic and PLC technologies at technologist's level. This course is working parallel with Project Design I.

MENG3010 Project Design II
In Project Design II the student further advances his/her theoretical and practical knowledge to integrate engineering science, manufacturing processes and mechanical design, to facilitate innovation, the design of a new product, to analyse a system and make decisions on how the product is to be manufactured. The knowledge of intermediate design fundamentals, drafting standards, tolerancing and GD&T are expected and necessary. The student will analyse product design for economic assembly and propose various activities based on his/her decision. Design projects are a very important part of this course, to integrate technologies such as mechanical and pneumatic, electropneumatic and PLC technologies at technologist's level. This course is working parallel with Manufacturing Control Applications II.

MENG3011 Manufacturing Control Applications II
A continuation of MENG3009. This course is utilising pneumatic, electro-pneumatic and PLC technologies at technologist's level. This course is working parallel with Project Design II.

MENG3012 Finite Element Analysis
In this course the student will prepare for the 21st century engineering office by using COSMOS/M, the most powerful software to analyse designs in minutes. With the help of COSMOS/M with Micro CADAM's Helix Design System, this course will introduce testing designs in real life operating conditions to give solutions to engineering problems including stress, displacement, frequency, buckling, heat transfer and dynamic response in actual operating environments.

MENG3018 Programmable Logic Control
Contact department for course description.

MENG3019 Mechanisms
Contact department for course description.

MENG3020 Programmable Manipulators II
Contact department for course description.

MENG3021 Automation and Elements of Assembly Processes
Contact department for course description.

MENG3022 Statistical Process Control
Contact department for course description.

MGMT1015 Project Management
Contact department for course description.

MGMT1016 Contemporary Management I
This course introduces the concepts and complexities of the contemporary business environment with an emphasis on competitiveness, quality, and the main functional areas of management: planning, organizing, controlling, and leadership. Topics include: origins of management, forms of business ownership, entrepreneurship and intrapreneurship, organizational structure, strategy, operations management, international business, social and ethical issues. Instruction will be provided for effective presentations and library research skills. A compute-assisted management simulation may be used.

MGMT1016 Contemporary Management II
This course focuses on strategic planning and the strategic management process.

MGMT1017 Purchasing Practices
This course examines the role of purchasing in the modern business organization. Basic purchasing techniques which are covered include sourcing, price negotiation with suppliers, quality control, cost analysis and control, make or buy decisions. The course emphasizes current purchasing methodology. Special consideration is given to the topic of ethics and professional standards as applicable to the purchasing function.

MGMT1018 International Business
This course provides an introduction to the fundamental aspects of conducting business activities in the complex global environment. It gives students a broad overview of international trade, the macroenvironment within which international business takes place, and major strategic decisions facing international business managers. Students learn about economic theories, international organizations and monetary systems. They study the impact on international business of economic, cultural, physical and environmental, political and legal forces. They also learn key strategic issues facing international firms from simple exporting to global operations.

MGMT1020 Management Decision Making
This course introduces Management Decision Making from both a quantitative and qualitative perspectives, with the major emphasis on the quantitative approach to analysis and the solutions of business problems.

MGMT1021 Multi-Disciplinary Strategic Management Project
Contact department for course description.

MGMT2009 Fundamentals Of Management
Responsibility-authority relationships and organizational structures for a variety of businesses will be discussed during this introduction to the fundamental concepts of business management and organizational development.

MGMT2012 Applied Management Practice
This course covers the basic elements concerned with managing a small business, in particular the business considerations that are involved in administration of a dental laboratory.

MGMT2023 Payroll Management
In this course you will learn the basics of payroll practices and procedures, including an overview of payroll, employment standards, earnings, taxable benefits, Canada/Quebec Pension Plans, employment insurance, taxation, net pay and Record of Employment. The course will also include sales and services taxes, tax benefits, employee termination, payroll accounting, government remittances, year end, and company benefit plan administration.

MGMT3003 Performance Management
Students will gain "hands-on" experience through performance appraisals. Students will learn the importance of performance management and how it impacts organizations.

MGMT3005 Supervisory Practices
This course is about encouraging and challenging your staff. Discussed is noticing how your team is performing. This course is practical in understanding what kind of people are on your team, and how, on a daily basis, to notice their work and best present them with both rewards and challenges.

MGMT3004 Supply Chain Management
Integrated supply chain management is becoming recognized as a core competitive strategy. This course presents a topical discussion of what a supply chain is, why it is important, and what types of challenges are implicit in managing supply chains.

MGMT4005 Supervisory Techniques
The course analyses the role of supervisor in the organizational structure and the application of managerial tools.

MGMT4009 Operations Management
Contact department for course description.

MLNC1001 Introduction to Microelectronics I
Contact department for course description.

MLNC1002 Introduction to Microelectronics II
Contact department for course description.

MLNC1003 Electromechanical and Pneumatics Systems in Microelectronics
Contact department for course description.

MLNC1004 Digital Systems I
Contact department for course description.

MLNC1005 Microelectronic Facilities I
Contact department for course description.

MLNC1006 Preventative Maintenance I
Contact department for course description

MLNC1007 Microelectronic Facilities II
Contact department for course description.

MLNC1008 Preventative Maintenance II
Contact department for course description.

MLNC1009 Fundamentals of Microelectronics Technology
Contact department for course description.

MLNC1010 Science for Microelectronics Manufacturing
Contact department for course description.

MLNC1011 Photomask Operations
Contact department for course description.

MLNC1012 Wafer Fabrication Operations
Contact department for course description.

MLNC1013 Wafer Probe and Integrated Circuit Testing
Contact department for course description.

MLNC1014 Integrated Circuit Packaging
Contact department for course description.

MLNC1015 Machine Setup/Job Planning and Preparation
Contact department for course description.

MLNC1016 Quality Assurance, Control Processes and ISO 9000
Contact department for course description.

MLNC1018 The Industrial Workplace: Values, Ethics and Practices
Contact department for course description.

MLNC2001 Sputtering Processes in Microelectronics
Contact department for course description.

MLNC2002 Vacuum and RF Systems in Microelectronics
Contact department for course description.

MLNC2003 Photolithography and Layer Etch In Microelectronics
Contact department for course description.

MLNC3001 Deposition/Diffusion/Implant for Microelectronics
Contact department for course description.

MLNC3002 Manufacturing Models and Process Control
Contact department for course description

MLNC3003 Interconnect Technologies for Electronics
Contact department for course description.

MLNC3004 Thesis Proposal
Contact department for course description.

MLNC3005 Testing Methodologies for Microelectronics
Contact department for course description.

MLNC3007 Safety Systems in Microelectronic Facilities
Contact department for course description.

MLNC3008 Thesis Project
Contact department for course description.

NURS1001 Nursing Theory I
This is a basic nursing theory course which assists the student in assessing how individuals meet their universal and developmental self-care requisites throughout the life cycle. Basic nursing foundation, beliefs and values are discussed with attention to the development of a professional identity focusing on accountability and responsibility. The concept of professional membership and nursing and health teams is introduced.

NURS1003 Nursing Practice I
The student will have the opportunity to put nursing theory into practice through simulations, computer tests and laboratory practice of nursing skills. Students select community experiences to enrich their understanding of individuals at various stages of the life cycle. Hospital experiences are scheduled to provide the student with an opportunity to plan and implement care for a client.

NURS 1004 Nursing as a Profession
This course examines nursing as a profession, the roles, history, and ethical issues facing nurses. The course incorporates human relations concepts from the nurse's perspective.

NURS1011 Theory of Nursing Practice II
A theoretical nursing framework will be discussed in this course with emphasis on assessment of the individual's ability to meet his/her health deviation self-care requisites in relation to common health deviations. Methods of prescribing nursing assistance will be presented. This course will continue to explore information about nursing and the law and professional responsibility as a member of the health team. Current trends in nursing practice will be addressed.

NURS1012 Nursing Practice II
Selected opportunities will be provided for students to apply a theoretical nursing framework to individuals with simple common health deviations.

NURS1013 Community Health Nursing I
Comprised of the theory and practicum components, this course facilitates the students' comprehension and application of health assessment models, epidemiology, critical social theory, and health legislation relevant to them in the community.

NURS1016 RPN Professional Practice III
This course provides consolidation of the student's learning. Final theory topics are covered and then the student works in a clinical setting under a preceptor and a visiting clinical professor. The student will be able to function as a fully trained professional by the completion of the course and have knowledge to write the licensing examination.

NURS1020 RPN Nursing Theory I
This Nursing theory course offers the student an introduction to nursing as a profession covering topics such as professional responsibility and acceptability, a holistic approach to practice, and beginning pathophysiology. Critical thinking is emphasized throughout theory courses by integrating practical nursing applications to theory.

NURS1021 RPN Nursing Practice I
This course is the beginning professional practice course where students learn the psychomotor skills related to the nursing profession. Students have the opportunity to learn and practice their skills in a simulated hospital setting. Clinical experience in a health care facility provides a chance to implement these skills under the guidance of a clinical professor.

NURS1022 RPN Nursing Theory II
This more advanced theory course continues to build on the knowledge gained in Semester one. The pathophysiology of common illnesses is dealt with in greater depth and complements the information learned in anatomy and physiology. Interpersonal skills, documentation, health promotion, and critical thinking are some of the elements covered in the course.

NURS1023 RPN Nursing Practice II
The student nurse learns more advanced patient care skills and the program allows these skills to be practiced in clinical settings. The first half of the semester a clinical professor provides support and guidance and in the second half the student works with a mentor and role model to gain invaluable experience in a "real-world" setting.

NURS2003 Nursing Practice IV
This course will provide further opportunities for the student to apply a theoretical nursing framework to individuals with more complex common health deviations who require specific diagnostic and therapeutic interventions.

NURS2004 Nursing Theory IV
Discussing a theoretical nursing framework with emphasis on the assessment of individuals with complex common health deviations, methods of prescribing nursing assistance will also be presented. Part of the course will explore implications for nurses arising from current legislation, and the student will be introduced to his/her role regarding membership in professional nursing organizations, e.g., C.O.N., R.N.A.O., O.N.A. Current trends in health care will be discussed.

NURS2005 Community Health Nursing II
In order to assist the individual with health care needs in the community, this course will facilitate the students' comprehension and application of interpersonal skills, which will be developed through the study of communication, advocacy, alternative health practices and adaptive technical skills. The course will include theory and practicum components.

NURS2006 Community Health Nursing III
Including theory and practicum components, this course will facilitate the students' comprehension and application of therapeutic assessment and intervention to maintain and/or improve family health in the community.

NURS2010 Nursing Practice III – Medical-Surgical Nursing
Contact department for course description.

NURS2011 Nursing Practice III – Mental Health Nursing
Contact department for course description.

NURS2012 Nursing Theory III – Medical-Surgical Nursing
Contact department for course description.

NURS2013 Nursing Theory III – Mental Health Nursing
Contact department for course description.

NURS3001 Nursing Theory V
Nursing Theory V will discuss a theoretical nursing framework with emphasis on the assessment of the ability of individuals with common advanced health deviations to meet self-care requisites. Methods of prescribing nursing assistance will be presented. Part of the course will explore implications for nurses regarding legislation, current and future trends in health care.

NURS3002 Nursing Practice V
Opportunities will be provided during this course for students to apply a theoretical nursing framework to individuals who require specific therapeutic interventions and whose health is in the range of moderately to severely ill.

NURS3003 Nursing Theory VI
This course focuses on the integrative phase of nursing. Emphasis will be on developing leadership skills and independence as an active member of the health team.

NURS3004 Nursing Practicum VI
Emphasizing consolidation of all previous learning experiences, Nursing Practicum VI will provide opportunities for the student to apply a theoretical nursing framework to individuals on all levels of the health illness continuum.

NURS3005 Community Health Nursing IV
The student will utilize previous knowledge and experience to assist an identified group in the community to achieve health related goals through community action. The course will include theory and practicum components.

NURS4040 Critical Care Nursing – Theory and Lab – General
The core nursing theory and skills essential for the registered nurse caring for a critically ill patient practiced in classes and lab settings.

NURS4041 Critical Care – Pathotherapeutics
In pathotherapeutics, the core concepts of biodynamics, stress, adaptation, and deviations in relation to the vital systems are emphasized.

NURS4042 Critical Care Nursing – Practicum – General
The student practices the clinical application of theory and skill obtained in critical care nursing.

NURS4043 Critical Care Nursing – Theory – Advanced
Gain the knowledge and skills necessary to care for the unstable, critically ill patient with multi-system problems in a sophisticated critical care setting.

NURS4044 Critical Care Nursing – Practicum – Advanced
The student practices the clinical application of theory and skill at an advanced level setting.

NURS4045 Operating Room Nursing – Theory and Labs
Contact department for course description

NURS4046 Operating Room Nursing – Practicum
Contact department for course description.

NURS4048 Perinatal Nursing – Theory
Contact department for course description.

NURS4049 Perinatal Nursing – Clinical
Contact department for course description.

NURS4050 Neonatal Intensive Care – Theory
Contact department for course description.

NURS4051 Neonatal Intensive Care – Clinical
Contact department for course description.

NURT1016 Nutrition and Nutrition Counseling
The dental assisting student is introduced to the theoretical, scientific basis of basic nutrition in combination with practical application of this information to food selection for maintaining good oral and physical health.

NUTR1017 Nutrition
The dental hygiene student studies how diet and nutrition can affect oral health and also how oral conditions can affect diet and ultimately nutritional status.

NUTR2001 Nutritional Guidance
This course introduces the student to the basis of Canada's Food Guide for Healthy Eating in combination with practical application of this information to food selection for maintaining good physical health. The student performs diet assessments using the Food Group Evaluation Chart (based on Canada's Food Guide to Healthy Eating), and a Body Break: Diet and Exercise Analyzer diet analysis software program (Macintosh version 1.0 only). Emphasis is placed on personalized dietary counselling involving the integration of nutritional assessment with client nutritional education, implementation of dietary planning, and a student-member follow-up evaluation program for members and first year students participating in the Fitness Centre clinical setting.

NUTR2002 Nutritional Guidance for Special Cases
NUTR2002 covers the following topics considering the etiology, dietary considerations, drug treatment and benefits of exercise (where applicable): hyperlipoproteinemia, diabetes mellitus, hypoglycemia. Case studies will be used in some of these etiological situations. Also diets classified as high fiber, low fiber, low sodium, low cholesterol and low saturated fat are discussed. Nutritional management (or nutritional care planning) for people living in a daily, highly stressful environment will be covered. Also detailed is the role of nutrition in fitness and athletics.

NUTR4002 Advanced Nutrition
This course provides the student with an advanced knowledge and understanding of the science of normal human nutrition.

NUTR4003 Clinical Nutrition
This course provides the student with an advanced knowledge and understanding of the science of normal human nutrition.

NURS4004 Clinical Nutrition
Contact department for course description.

OP1001 Medical Office Practice I
The qualifications and responsibilities of a medical profession, the role of the holistic approach to medicine, administrative systems management, medical scheduling systems and the importance of time management are examined.

OP2007 Medical Office Practice II
Functions common to the medical environment, including production of written correspondence, medical forms, medical records, making travel arrangements, and organizing meetings will be covered in this course. The importance of ethics and the law as it relates to medicine is also studied.

OP2008 Medical Office Practice III
OHIP and WCB billing procedures including completion of related forms and third party insurance. Clinical procedures relating to aseptic techniques, care and handling of instruments and specimens.

ORTH1001 Orthotics/Prosthetics Clinical Theory I
This course involves the coverage of the theoretical portion of all clinical segments of the two year program, Clinical Methods in Orthotics and Prosthetics. The course is composed of lectures, seminars, gait laboratories, design projects, etc.

ORTH1002 Applied Orthotic/Prosthetic Clinical Techniques I
This course involves the coverage of the practical portions of Clinical Methods in Orthotics and Prosthetics and entails all the assessment, casting, cast rectification, fitting and adjustment procedures.

ORTH1003 Orthotics/Prosthetics Clinical Theory II
A continuation of ORTH1001.

ORTH1004 Applied Orthotics/Prosthetics Techniques II
A continuation of ORTH1002.

ORTH1005 Orthotic/Prosthetic Laboratory Procedures I
This course supplements and mirrors the clinical activities at each of the clinical settings the students are involved with in the semester.

ORTH1006 Orthotic/Prosthetic Laboratory Procedures II
A continuation of ORTH1005.

ORTH1007 Materials and Laboratory Techniques I
The student will have the opportunity to develop minimal technical skills necessary to enter the profession as a technician to fabricate Orthotic/Prosthetic devices to the specifications of a patient's measurement chart.

ORTH1008 Fabrication Theory I
This course is designed to provide an understanding of the history, materials, componentry, alignment criteria and fabrication techniques necessary for making Orthotic/Prosthetic devices, as well as the indications and contra-indicators of patient use.

ORTH1009 Materials and Laboratory Techniques II
In the second term, the technical student will produce devices that are mainstream in prosthetic and orthotic facilities. Many of the components fabricated in the previous term will be integrated into the second term projects. In the first term, the focus is on developing the basic prosthetic/ orthotic skills, while in the second, the focus is how these skills are applied to produce a finished product, which will be evaluated

ORTH1010 Fabrication Theory II
Closely coordinated with laboratory fabrication to help the student better understand the history and development of various orthotic and prosthetic devices, topics of this course include fabrication techniques and procedures, as well as common materials usage

ORTH2001 Practice Management and Professional Issues in Orthotics/Prosthetics
Various topics related to business and professional issues will be covered. Some of these topics could include the following: ethical issues, professional associations, provincial funding, business ownership, cost accounting, etc. The course will encompass a series of seminars involving various guest speakers.

ORTH2003 Orthotics/Prosthetics Clinical Theory III
A continuation of ORTH1003.

ORTH2004 Applied Orthotics/Prosthetics Clinical Techniques III
A continuation of ORTH1004.

ORTH2005 Powered Prosthetics
Powered Prosthetics gives a background on basic electronics and circuitry as it relates to applications in myoelectric prosthetic devices. This course is supported by Otto Bock of Canada.

ORTH2006 Applied Orthotics/Prosthetics Clinical Techniques IV
A continuation of ORTH1006.

ORTH2006 Pathophysiology for Orthotics/Prosthetics II
Contact department for course description.

ORTH2007 Orthotics/Prosthetics Laboratory Procedures III
This course supplements and mirrors the clinical activities at each of the clinical settings the students are involved with in the semester.

ORTH2008 Orthotics/Prosthetics Laboratory Procedures IV
This course supplements and mirrors the clinical activities at each of the clinical settings the students are involved with in the semester.

ORTH2009 Materials & Laboratory Techniques III
A continuation of ORTH1009.
ORTH2010 Fabrication Theory III
A continuation of ORTH1010.

ORTH2011 Externally Powered Orthotics/Prosthetics Rehabilitation Techniques
This course will expose the student to a wide variety of topics relating to the application of electronics to the field of prosthetics and orthotics.

ORTH2012 Pre-Graduate Work Experience I
Contact department for course description.

ORTH2013 Pre-Graduate Work Experience II
This pre-graduate work experience, occurring in the final semester will allow the student to work for a 4 week period at a Canadian Orthotics and/or Prosthetics facility of their choice.

ORTH2014 Advanced Materials Orthotics/Prosthetics Techniques
Students are exposed to technical procedures and prosthetic/ orthotic componentry other than as presently covered in the core lab and theory portions of the course.

ORTH2015 Professional Issues in Orthotics/Prosthetics
Various topics are covered, including those related to time management skills, business and management issues, professional associations, professional ethics, etc.

ORTH2016 Materials and Laboratory Techniques IV
Closely coordinated with fabrication theory, this course allows the students to receive hands-on instruction and experience in fabrication procedures, to progress through a series of projects in order to apply the theoretical knowledge gained in the academic areas of the program.

ORTH2017 Fabrication Theory IV
The theory and techniques used in the fabrication of orthotic and prosthetic devices are examined in detail. The course will be delivered primarily in a lecture format, with class discussion and participation encouraged at all times.

ORTH2018 Orthotics/Prosthetics Clinical Theory IV
A continuation of ORTH1003.

PATH1001 Pathophysiology and Microbiology
This course is designed to provide the student with a knowledge of the basic principles of pathology. The underlying physiologic mechanisms of disease will be discussed and the knowledge acquired, applied to specific disease systems. There will be a detailed analysis of several of the major organ systems in terms of the etiology, clinical manifestations, pathogenesis, diagnostic procedures and current methods of treatment. Throughout the course, the importance of medical terminology and anatomy and physiology to the understanding of basic pathology is emphasized.

PATH1004 Oral Pathology
Contact department for course description.

PATH1005 Pathophysiology II
This course is designed to continue the detailed analysis of diseases of the human body's major organ systems in terms of the etiology, pathogenesis, clinical manifestations, diagnostic procedures and current methods of treatment. Throughout the course, the importance of medical terminology and anatomy and physiology to the understanding of basic pathology is emphasized.

PATH1009 Pathophysiology I
Presented in a lecture/discussion format, the concepts introduced in this course provide the foundation necessary to comprehend both systemic and oral disease. This course is designed to provide the Dental student with an introduction to the study of disease. A classification of disease etiology is presented. General cellular and compensatory changes to pathology are examined, including body defenses. Common body manifestations, as well as frequently used treatment modalities, are also examined.

PATH 1010 Pathophysiology II
Designed to continue the detailed analysis of diseases of the human body's major organ systems in terms of the etiology, pathogenesis, clinical manifestations, diagnostic procedures and current methods of treatment, the importance of medical terminology and anatomy and physiology to the understanding of basic pathology is emphasized throughout the course.

PATH1011 Pathology and Therapeutics I
Presenting an introduction to pharmacology, this course will discuss simple body responses and manifestations to simple common health deviations.

PATH1012 Oral Pathology
This lecture series is designed to offer the dental assisting student a basic understanding of oral pathology including the etiology and clinical consequences of major dental diseases.

PATH1013 Pathophysiology for Orthotics/Prosthetics I
This course is in the form of seminars that focus on the major pathologies related to the prosthetic and orthotic profession. Each pathology is covered in terms of the following: etiology and incidence, pathogenesis and pathology, clinical features and diagnosis, prognosis, and applied prosthetic and orthotic procedures.

PATH1014 Pathology for Special Populations
This course summarizes current research on selected pathological conditions that require additional screening and assessment prior to beginning an activity or exercise program. Students will learn the causes and stages of development of these pathologies with emphasis on how activity and exercise can minimize the impact of these conditions and how exercise must be modified to meet individual needs.

PATH2004 Pathophysiology for Orthotics/Prosthetics II
This fourth semester core lab course is the continuance of PATH1013 and involves the same subject matter and content. Students must submit a written report on a related pathology to complete the course successfully.

PATH2005 Pathology and Therapeutics III
Discussing complex common health deviations, diagnostic and therapeutic interventions will be further explored in this third level of Pathology and Therapeutics.

PATH2006 Pathology and Therapeutics II
Discussing complex body responses to common health deviations and selected simple, common health deviations as they affect normal functioning, this course will explore diagnostic and therapeutic interventions.

PATH2014 Pathology and Therapeutics II – Medical-Surgical
Contact department for course description.

PATH2015 Pathology and Therapeutics II – Medntal Health
Contact department for course description.

PATH3001 Pathology and Therapeutics IV
This course will discuss common advanced health deviations. Diagnostic and therapeutic interventions will continue to be explored.

PHAR1001 Pharmacology and Pathology
Contact department for course description.

PHAR1003 Pharmacology
Contact department for course description.

PHAR1004 Pharmacology and Emergency Care
The fundamental principles of pharmacology are examined. Specific drug groups which are used in dental practice, as well as those which may complicate dental care are presented.

PHAR1005 Pathophysiology and Pharmacology I
This course provides the student with the fundamental background necessary to understand virtually any physical disease process by examining the underlying concepts which are common to all alterations of normal body functioning.

PHAR2002 Pathophysiology and Pharmacology II
Contact department for course description.

PHSL1003 Physiology For Orthotics/Prosthetics
Class participants study the development, structure and function of bones, the nervous system, and muscle and tissues under normal and pathological conditions as they may be seen in regards to prosthetics and orthotics.

PHSL1004 Physiology of Exercise I
PHSL1004 introduces the student to the cardiovascular system. The course focuses on the normal physiological responses at rest and during exercise in the apparently healthy, fit and unfit individual. Myocardial oxygen supply and demand of the healthy and high risk individual are compared, and the implications of exercise are discussed. Long term adaptations to exercise and the effects of different environmental conditions on performance are reviewed.

PHSL2001 Pharmacology and Physiology
Designed to familiarise the students with basic principles of pharmacology and related physiological processes, this course also provides an overview of the pharmacology of psychoactive drugs.

PHSL2004 Physiology of Exercise II
Physiology of Exercise II introduces the student to the respratory system. The course focuses on the normal physiological responses at rest and during exercise in the apparently healthy, fit and unfit individual. Long term adaptations to exercise and the effects of different environmental conditions on performance are reviewed.

PHSL4001 Basic Physiology
The student will gain knowledge and an understanding of the structure and functioning of the human body in relation to health, disease and nutritional status.

PHY1007 Physics
As with Chemistry (CHEM1007), the physics course is designed to introduce students to basic knowledge of this subject. No doubt, some students who have already studied this subject will find that this course brings together their current knowledge with reference to gemmology. A very basic knowledge of this subject is extremely useful to the gemmologist in that it assists in the interpretation of the results of many gemmological tests, and will enable a gemmologist to decide on the type of examination to be performed.

PHY1011 Physics I
Contact department for course description.

PHY2007 Modern Physics
Newton's Laws of Motion, work energy, conservation of energy, conservation of momentum, elastic collision of two objects, centre of mass co-ordinates system, electromagnetism, charged particles trajectories in electrical and magnetic fields, electromagnetic waves, spectrum, speed of light, diffraction, x-ray, photoelectric effect, Compton effect, wave-particle dualism, quantum theory, Bohr atom, energy levels, conductors, insulators and semiconductors, mass-energy equation, accelerators, fission and fusion are main topics of discussion.

PHY2011 Physics II
Contact department for course description.

POLI2000 Political Science II
An examination of key issues and interventions in current federal, provincial and municipal politics.

PREP1001 Vocational Skills/Assessment I
Students are introduced to skill assessment using a wide range of inventories and career assessment tools to gain an understanding of the job market and career exploration.

PREP1002 Vocational Skills/Work Placement II
Students attend audits in various college programs and attend tours of the workplace, as well as attending a work placement.

PREP1003 Society and Self
Students are introduced to various topics including self and society, nutrition, health awareness, support systems and community involvement.

PREP1004 Field Integration I
The Field Integration seminar is intended to provide a supportive environment in which students may integrate their academic studies and field practice, develop peer supervision and problem-solving skills, and acquire a broader understanding of the range of work settings in this field.

PREP2001 Field Integration II
See PREP1004.

PREP7070 Orientation
Contact department for course description.

PREP7071 Orientation
Contact department for course description.

PREP7074 Understanding Anger
Contact department for course description.

PREP7075 Communications
Contact department for course description.

PREP7076 **Stress and Wellness**
Contact department for course description.

PREP7077 **Vocational Exploration**
Contact department for course description.

PREP7078 **Assertiveness**
Contact department for course description.

PREP7079 **Social/ Recreational Interest Groups**
Contact department for course description.

PREP7080 **Personal and Vocational Counselling**
Contact department for course description

PREP7082 **Interpersonal Relationships**
Contact department for course description.

PREP7083 **Communications Skills**
Contact department for course description.

PREP7084 **Vocational Exploration**
Contact department for course description.

PREP7085 **Work Skills and Preparation**
Contact department for course description.

PREP7087 **Conflict Management**
Contact department for course description.

PREP7088 **Stress and Wellness**
Contact department for course description.

PREP7089 **Co-op Work Placement**
Contact department for course description.

PREP7090 **Social/Recreational Interest Groups**
Contact department for course description.

PREP7091 **Interpersonal Communications**
Contact department for course description.

PREP7092 **Stress and Wellness**
Contact department for course description.

PREP7094 **Work Skills and the Work Place**
Contact department for course description.

PREP7095 **Computer Skills**
Contact department for course description.

PREP7096 **Vocational Information**
Contact department for course description.

PREP7097 **How to Utilize Community Resources**
Contact department for course description.

PREP7104 **Anger Management (optional)**
Contact department for course description.

PREP7105 **Introduction to the Internet (optional)**
Contact department for course description.

PROP2003 **Clinical Extension**
Students attend a directed clinical practice in a health care facility or agency as a supplement to the theory learned in the classroom.

PSY1003 **Psychology of Women**
The psychology of women is examined, with a focus on feminist psychological theory, personal perceptions and data from current research. A wide variety of issues affecting women's psychological well-being will be explored.

PSY1009 **Lifespan Development**
Contact department for course description.

PSY1099 **Physics I**
Contact department for course description.

PSY1010 **Physics II**
This course introduces the student to more of the fundamental ideas of engineering physics. It continues to integrate the power of new media technology employing interactive tools to accelerate development and sharpening of analytical skills. Specific topics, such as "Physics and Continuous Media," "Heat and Thermodynamics" and "Waves, Optics and Electromagnetism" are covered in a modular format.

PSY1030 **Introduction to Psychology**
The student will be introduced to the five major schools of psychology. Exploring the five schools will enhance the student's understanding of human behaviour, cognition and effect. Students will also study Psychological Methodology, State of Consciousness, Assessment of Human Behaviours and Psychopathology and Therapy.

PSY1032 **Introduction to Psychology**
Introduction to Psychology will provide the students with an overview of the study of psychology and significant psychological theories. Their adequacy and influence is explored.

PSY1033 **Introductory Psychology**
The basic principles of psychology are introduced, examining psychology as the scientific study of behaviour and mental processes, and exploring topics commonly accepted as important in the field, such as sensation and perception, states of consciousness, learning and memory, motivation and emotion, stress and health, major theories of personality and various treatment strategies.

PSY1038 **Introductory Psychology**
Introductory psychology is intended to introduce students to the basic tenets, schools of thought and theories of psychology. In this course we will examine not only the things people do but why they do them, as well as looking at ourselves in relation to the world.

PSY1043 **Social Psychology**
This course covers the research techniques required to adequately study current theories in life span psychology. The major approaches to childhood development throughout the ages are also covered.

PSY1045 **Organizational Behaviour**
This introductory course in Organizational Psychology focuses on the individual in organizations by studying foundations of individual behaviour, the role of motivation, individual and group decision making, leadership, and conflict and negotiation. Knowledge of the individual is used to understand dynamics within and between groups.

PSY1051 **Human Growth and Development**
A lifespan perspective is taken in this course that addresses the growth and development of the person. Some emphasis will be given to the impact that deaf-blindness has at different points in the lifespan.

PSY1054 **Child and Youth Development**
Focusing on the development of gender identity, this course explores the biosocial, cognitive and emotional domains of child and youth development.

PSY1056 **Infant and Child Development**
Examining the growth and development of the child from conception through middle childhood, the focus will be on the physical, social, cognitive and emotional development of young children. Current research findings and theoretical advances will be discussed, particularly in terms of their application in the lives of children.

PSY1061 **Human Growth and Behaviour I**
Personality development and the normal age and stage developmental patterns over the entire life span are examined in this course.

PSY1062 **Controversial Issues in Social Services**
With an evaluative approach to controversial issues in human behaviour and how these issues affect counselling and social services, students have an opportunity to develop critical thinking skills and to clarify their values with respect to counselling and delivery systems.

PSY1063 **Introduction to Psychology**
An introduction to many of the major areas of psychology, this course gives a basic understanding of human behaviour and is intended to enable the student to understand self and to understand and deal more effectively with others. The topics are general and include perception and sensation, learning, life long development, social interaction, abnormal behavior and altered states of consciousness.

PSY1063 **Child Development**
Contact department for course description.

PSY1064 **Child Development**
Contact department for course description.

PSY1065 **Human Resources**
The contents of Human Resources will give the student a functional understanding of human resource programs, and how they affect all employees, the organization, the community and the society at large. The human relations part of this course prepares students for careers in today's business world.

PSY1071 **Child Witness**
This course explores the impact of witnessing violence for children of all ages. It examines the specific support and advocacy needs of children from a variety of cultural backgrounds whose lives have been affected by violence. Focus is on community resource exploration and skill development.

PSY1075 **Infant and Child Development**
Contact department for course description.

PSY2002 **Family Processes**
Learn the developmental stages that a family experiences during its lifetime. A systemic approach will be used as a framework to explore the stages of the family life cycle.

PSY2015 **Adolescent Development**
Contact department for course description.

PSY3002 **Exceptional Children**
The characteristics of exceptional children and their education are topics covered, with a focus on the field of special education. Gain a fuller awareness of exceptionalities to enable the worker to provide more effective services to their clients, resulting from developmental variances, genetic or birth trauma disorders and/or environmental deficits. The emphasis will be on dealing with all children in a humane and caring manner.

PSY3008 **Psychopathology I**
Contact department for course description.

PSY3009 **Psychopathology II**
Contact department for course description.

PSY4001 **Gerontology**
The course examines human behaviour at the individual, group and organizational level with emphasis on seniors

QC1001 **Apparel Systems and Work Measurement**
This course is designed to provide the student with the basic principles of apparel manufacturing methods and analysis of related work measurement techniques.

QC1003 **Quality Assurance and Applications**
This course introduces the students to the principles and procedures involved with the establishment of product quality. The contents of the course are predicated on the theory, that quality assurance is a process by which we establish the necessary standards of a product, from concept to the consumer, covering three specific areas:

RECM1001 **Health Information Management Theory I**
This course introduces the student to data elements required, collected and maintained in the health care system. Data collection methods, data systems, systems for numbering, storage and retrieval are discussed. The importance of data quality, the legal and accreditation requirements as well as the role of the health record professional are addressed.

RECM1003 **Health Information Management Theory II**
This course begins with the definition of coding, nomenclatures and classification systems. The purpose of coding is discussed as well as a detailed review of the coding systems commonly used. Students are introduced to both inpatient and outpatient coding procedures. The value of indexes and registers, use of abstracting software and CIHI reports and the importance of data quality are emphasized.

RECM 1005 **Medical Terminology I**
This course provides a foundation for the study of medical terminology. The student will learn to divide words into component parts, recognize basic combining forms, suffixes and prefixes and know their meanings.

RECM1006 **Health Information Management Lab**
This course provides the student with the opportunity to gain experience in applying coding principles. Labs are held in the college using documentation from actual health records.

RECM1008 **Records Management**
This course covers the various areas of records management, understanding basic records management concepts and the need for organization-wide records and information management programs.

RECM1011 **Medical Terminology II**
This course continues the study of medical terminology. The student will continue to learn to divide words into component parts, recognize basic combining forms, suffixes and prefixes and know their meanings.

RECM2002 **Health Information Management Theory III**
Lecture and discussion accompanied by student research assignments provide an in-depth coverage of: the health care system in Canada (including current issues and trends); health information systems; the CCHSA and the accreditation process; quality assurance/continuous quality improvement. Prerequisite: RECM1001/1003.

RECM2004 **Health Information Management IV**
This course introduces the student to the strategic planning process in the health records department, the formulation of goals and objectives as they relate to the accreditation guidelines, development of a budget, human resource management and work simplification/methods improvement.

RECM2006 **Health Information Management Lab**
Students attend a directed clinical practice in a health care facility or agency as a supplement to the theory learned in the classroom.

RECM2007 **Health Systems Data Analysis**
The student will acquire hands on experience by using MED2020 software to provide analyses of hospital statistics.

RECM2008 **Health Information Lab**
Students attend a directed clinical practice in a health care facility or agency as a supplement to the theory learned in the classroom.

SCI1007 **Engineering Mechanics I**
This level of Engineering Science covers the basic principles of the mechanics and simple mathematics associated with problem solving in the field of mechanical engineering design calculations. Topics include: rectilinear and rotational motion; kinetics of rectilinear motion, vectors, simple force systems, moments, torque, equilibrium, force diagrams, friction, work, energy and power. This course incorporates elements of communications and reasoning skills as well as analytical and numeracy skills.

SCI2005 **Engineering Mechanics II**
Students will address the following topics: rectilinear motion, rotational motion, kinetics of rectangular motion, properties of solids, shear force and bending moment diagrams, and stress and strain.

SCI2006 **Engineering Science III**
In this level of Engineering Science, students will study the following topics: thermal stress, stresses in compound bars and thin shells, stress concentration, Poisson's ration factor of safety, longitudinal bending stresses, torsion of circular shafts, close-coil springs, welded and bolted connections, testing procedures, and deflection of beams and columns.

SCI3002 **Engineering Science IV**
The concluding level of this course includes the following topics: curvilinear motion, momentum, energy and power, friction, mechanical vibrations, and dynamics of motion.

SGNW2002 **Sign Production I**
Creating original signage from rough sketch, through finished dimensional art to final output and fabrication. A variety of techniques, tools, formats and materials commonly employed in the sign industry will be used in this course. Projects will include: a backlit rigid plastic sign face done with translucent films; a PVC and Vinyl marking film sign; and vinyl banners.

SGNW2003 **Computer Assisted Signmaking I**
This course builds on SGNW 2002 and COMP 1064 with CorelDraw and Gerber 4B and Sprint but moves beyond into a sign-specific design application, SignLab Premier. A series of hands-on tutorials covering the features and tools of the program precedes using its capabilities in the design and production of varied signage projects.

SGNW2004 **Sign Production II**
Create original signage from rough sketch, through finished dimensional art to final output and fabrication. A variety of techniques, tools, formats and materials commonly employed in the sign industry will be used in this course. Projects will include: a wallmounted wood sign; a hanging, shaped wood sign; a large scale plywood sign; a free-standing wood sign; large scale vinyl banners.

SGNW2005 **Computer Assisted Signmaking II**
This course following from SGNW 2004, introduces a second sign-specific software suite, Gerber Advantage, and challenges students to move between programs, exploiting the unique features and advantages of each in the design and output of original signage.

SIGN1001 **Interpersonal Skills**
An introduction to theories and practices of interpersonal skills, this is an experiential course that encourages students to reflect and identify their strengths as communicators.

SIGN1002 **Introduction to the Profession**
Students will gain an overview of the agencies, programs and services that are relevant to the field. This course involves a combination of classroom learning and field trips from which students will acquire a framework that demonstrates the breadth of settings in which Interpreters may work. The role of the interpreter and basic professional standards will also be introduced.

SIGN1003 **Deaf Culture and Community**
This course will examine the sociological and cultural make-up of the Deaf community. The development of Deaf culture will be presented in an historical context, and the dynamics of Deaf and hearing cultures will be investigated.

SIGN1004 **ASL I**
Through this course students will have an opportunity to review the fundamentals of ASL grammatical structures as well as acquire additional vocabulary.

SIGN1005 **ASL Lab**
Contact department for course description.

SIGN1006 **Fundamentals of Interpreting I**
Serving as an introduction to the theory and practice of interpreting, basic concepts, terms and definitions will be presented throughout this course. Various models of interpreting and theories will be discussed as well as the interpreting process.

SIGN1007 **Field Observation**
Students will spend 7 hours a week in a community agency observing the role of Deaf professionals in various community agencies, social services agencies and programs. This will provide students with an opportunity to begin to integrate classroom learning with practical applications.

SIGN1008 — **Field Seminar I**
Students are given an opportunity to discuss all aspects of their field observation. Through examination of issues, skills and values, the seminar supports integration of classroom theory with field observation. This approach fosters peer support, collaborative problem solving and interaction with Deaf professionals.

SIGN1009 — **Interpreting: ASL to English I**
Students will gain the theory and skills necessary when interpreting from ASL to English.

SIGN1010 — **Interpreting: English to ASL I**
The skills necessary when interpreting from English to ASL will be presented in this course.

SIGN1011 — **Lab I**
Lab activities will encourage student practice and integration of skills presented in the classroom setting.

SIGN1012 — **Linguistics of ASL I**
While students examine the structure of languages, emphasis will be placed on comparative analysis of ASL and English, as well as the various structures inherent in ASL.

SIGN1013 — **Deaf Culture and Community II**
A continuation of SIGN1003.

SIGN1014 — **Fundamentals of Interpreting II**
A continuation of SIGN1006.

SIGN1015 — **ASL II**
A continuation of SIGN1004.

SIGN1016 — **American Sign Language I**
Learning through a functional/notional strategy, the student will develop basic dialogue skills in American Sign Language. The student will learn basic sentences, question forms and time concepts in American Sign Language. The student will demonstrate comprehension and communicate with short, direct statements and directions. Grammatical structures of American Sign Language will also be introduced. The student will demonstrate the ability to initiate, conduct and terminate conversations in ASL. Opportunities in theoretical and practical applications of American Sign Language will be explored.

SIGN1017 — **Visual Gestural Communication**
American Sign Language is derived from the basis of gesture, mime and facial expressions. The student will be provided a forum of transition from the spoken modality to a visual mode of communication. This course emphasizes facial and bodily non-verbal communication skills.

SIGN1018 — **American Sign Language II**
This is a continuation of the American Sign Language I course. Skills in dialogue, comprehension and the application of ASL grammatical structure through theoretical and practical learning will be further developed. The student will demonstrate ability in the use of negation, temporal aspects, directionality and classifiers.

SIGN1019 — **Introduction to the Deaf Community**
This course will cover the basic elements of Deaf Culture and the Deaf Community. The class format will generally be an open discussion on particular topics relating to the community and culture of Deaf people. Videotapes, assigned readings from required texts and supplementary readings will be used as springboards for discussion. There will be several quizzes during the term and a final at the end of the term.

SIGN1020 — **Fingerspelling and Number Use in ASL**
This course will provide a forum in which the student will develop the receptive and expressive fluency in fingerspelling and numbers. The student will learn the application and rules of fingerspelling and numbers in American Sign Language discourse. This course is open only to students who have completed ASL I.

SIGN1041 — **Anatomy & Physiology**
This is a general education course in functional anatomy and physiology.

SIGN2001 — **ASL III**
Students will study classifiers and semantics of ASL as a continuation of SIGN1015.

SIGN2002 — **Interpreting: English to ASL II**
This course will branch out from SIGN1010 into simultaneous interpreting.

SIGN2005 — **Field Placement III**
Students will spend 7 hours a week with a working interpreter observing the interpreter's role. This will provide students with an opportunity to begin to integrate classroom learning with practical applications.

SIGN2006 — **Field Seminar III**
Students are given an opportunity to discuss all aspects of their field observation. Through examination of issues, skills and values, the seminar supports integration of classroom theory with field observation and fosters peer support, collaborative problem solving, and peer supervision among interpreters.

SIGN2008 — **ASL IV**
Students will engage in further study of ASL structure. The student will further study classifiers and semantics of ASL. The student will focus on developing his/her ASL skills in interpretation and further refining those skills.

SIGN2009 — **Lab III**
Contact department for course description.

SIGN2010 — **Field Placement IV**
Students will be participating in the interpreting process. The student will experience team interpreting and the related processes such as "feeding" and supporting the professional interpreter.

SIGN2011 — **Field Seminar IV**
The course will offer a forum for discussion on topics encountered by interpreting students in SIGN2010 and also pertaining to topics from SIGN2014.

SIGN2012 — **Linguistics of ASL II**
A continuation of SIGN1012.

SIGN2013 — **Interpreting: ASL to English II**
A continuation of SIGN1009.

SIGN2014 — **Interpreting in Specialized Settings I**
Students will be introduced to principles of working with Deaf interpreters, Deaf-Blind consumers, or oral and other spoken language interpreters. Students will also learn to work with Deaf consumers who are not proficient in ASL, and with other professionals in medicine and law. Students will prepare for teamwork with other interpreters and interpreting in different settings.

SIGN2016 — **Psychology of Language Acquisition**
This course will focus on the variation of language development of Deaf and hearing children. Students will analyze factors that impact the language development of Deaf children. Students will also analyze the style variations and communication modes that Deaf individuals use today. This will help the interpreting student prepare to interpret in a variety of settings with Deaf and hearing individuals.

SIGN3007 — **ASL V**
Contact department for course description.

SIGN3008 — **ASL Discourse**
This course is designed to develop students' understanding of discourse patterns in American Sign Language and English by exploring its use in a variety of contexts and registers. Students will do a linguistic study of American Sign Language discourse structure, discourse markers and registers in American Sign Language. Students will be offered a variety of opportunities for simultaneous interpretation from written and spoken English materials.

SIGN3009 — **Interpreting: ASL and English Discourse I**
This course is designed to provide a forum for students enrolled in SIGN3008 to apply their understanding of ASL and English discourse in their interpretation. Students will be engaged in some videotaped interpretation inside and outside of the classroom and use this as a base of analysis in this course.

SIGN3010 — **Interpreting in Specialized Settings II**
A continuation of SIGN2014 with a focus on legal, medical, employment, mental health and conference settings.

SIGN3011 — **Field Placement V**
Contact department for course description.

SIGN3012 — **Field Seminar V**
Contact department for course description.

SIGN3013 — **ASL VI**
In this course, students will be offered an opportunity for self-analysis of their ASL skills and to focus on the development of these skills.

SIGN3014 — **Interpreting: ASL and English Discourse II**
A continuation of SIGN3009.

SIGN3015 — **Entrepreneurial Skills for Interpreters**
Small business theory, operations, laws and statutes pertaining to professionals and small businesses will be introduced in this course. Students will develop awareness of fees systems, establishing incorporation and obtaining insurance. Students will also learn budgeting, billing, invoicing and taxing. In addition, students will also learn to negotiate freelance contracts and market themselves effectively and professionally.

SIGN3016 — **Field Placement VI**
Students will be participating in the interpreting process. Students will experience team interpreting and the related processes such as "feeding" and supporting the professional interpreter.

SIGN3017 — **Field Seminar VI**
The course will offer a forum for discussion on topics encountered by interpreting students in SIGN3016 and also pertaining to topics from SIGN3010 and SIGN3015.

SOC1003 — **Sociology**
Topics include socialization, culture, ethnic and race relations, what is considered deviant, and how societies attempt to control it. Ethnicity, family traditions and spoken and unspoken expectations are also studied.

SOC1006 — **Sociology I**
This course includes an introduction to the basic concepts in Sociology and gives students some frameworks for looking objectively at behaviour in groups, institutions and society.

SOC1008 — **Sociology (Relevant to Deaf-Blindness)**
An introduction is offered to the basic concepts in sociology, a beginning objectivity and a way of looking at group behaviour, institutions, families and society in general. Students will gain an understanding of the impact of deaf-blindness on individuals, families and society.

SOC1018 — **Sociological Perspectives**
This course introduces students to the sociological perspective and uses it to examine the relationship among individual life experience, current public issues and changing social institutions, with an emphasis on Canadian society.

SOC1022 — **Sociology**
Students are introduced to sociological inquiry and explore our everyday life experiences and their relation to the cultural communities and social institutions that make up the wider Canadian society. Topics covered include: sociological perspective; culture; socialization; social inequality; organizations; family; gender relations; and deviance.

SOC1022 — **Introduction to Sociology**
Contact department for course description.

SOC1027 — **Self and Society**
Contact department for course description.

SPMK4001 — **Sport and Event Marketing Management I**
This course focuses on integrating modern marketing theory with the sports industry, marketing sports products and services and the use of sport and sport-related activities to marketing consumer and industrial products.

SPMK4002 — **Event Planning and Management I**
This course builds on the concepts learned in Sport and Event Marketing Management I, and teaches students how to develop, implement and evaluate comprehensive and integrated sport and event marketing programs.

SPMK4004 — **Sport and Event Marketing Management II**
This course provides students with a comprehensive understanding of special events and an overview of the industry. The student will gain a practical working understanding of events/festivals from the conception of the idea, development of a proposal, event execution and event evaluation.

SPMK4005 — **Media Applications**
The student will learn both the technical and practical aspects of producing and marketing a sports broadcast. Additional topics covered include: managing effective relations with media organizations, financing a sport broadcast, marketing strategies and implications and print media facilities and management strategies.

SPMK4007 — **Event Planning and Management II**
This course builds on Sport and Event Planning and Management I. Students work together to develop, execute and evaluate a major event. This provides students with the opportunity to apply their classroom learning in order to successfully execute a major event, and then evaluate the success of the event

SPMK4011 — **Fundraising**
This course provides students with a comprehensive understanding of the decisions that need to be made and strategies necessary for an effective fundraising program. Topics discussed include targeting specific markets, attracting resources, and increasing awareness of offerings.

SPMK4012 — **Marketing Research for Event Marketing**
In this course, students learn how to plan and conduct a comprehensive marketing research study. Students gain practical insight on how to write research proposals, design questionnaires, and analyze findings in order to make recommendations. Students will design, execute and analyse a marketing research study for a major event.

SPMK4013 — **Advertising and Promotion for Event Marketing**
This course provides students with an overview of advertising and direct marketing. Students develop a professional advertising plan for a brand or an event, and learn how advertising fits into the overall marketing mix. Current issues, such as advertising on the internet are discussed and explored. As well, students learn about the fast-growing area of direct marketing and develop, practice and demonstrate strategies for effective direct marketing communications.

SSCI1002 — **Canadian Studies**
The diversity of Canada's peoples and places are celebrated in this interdisciplinary course. Participants are asked to consider how Canada and Canadians have been shaped by natural and human landscapes, by legislative bodies and laws, as well as by the histories and cultural expressions of aboriginal and immigrant peoples.

SSCI1009 — **Professional Ethics and Jurisprudence**
Contact department for course description.

SSCI1010 — **Contemporary Literary Criticism**
This course introduces students to ways literary theory can enhance their reading by focusing on the compelling questions theory helps us to ask. Students will explore the historical development and theoretical positions of Western schools of criticism in order to consider how various interpretive approaches may lead to a fuller appreciation and understanding of texts.

STAT1010 — **Quantitative Methods I**
This is an introductory descriptive statistics course covering the following topics: types of data, graphical techniques, measures of central location (averages), measures of variability, probability and probability distributions.

STAT1011 — **Statistics**
Contact department for course description

STAT1032 — **Statistics for Research**
This course covers the basics of statistics and sampling and how they are used in market research. Students will leave the course with an understanding of sampling theory and practice, sampling distributions, standard errors and confidence intervals and determination of sample sizes.

STAT2001 — **Hospital Statistics**
This course enables students to learn basic techniques used in the descriptive statistics as well as introducing the students to commonly computed rates and percentages used in the health records field.

STAT2002 — **Biostatistics**
Students will study rates used in medical statistics, chi-square tests, student-t and F-test, linear regression, ANOVA, preparation of hospital reports, data collection, research methodology, hospital information systems.

STAT2006 — **Utilization Management**
Contact department for course description.

STAT2011 — **Quantitative Methods II**
This course introduces students to the workings of statistical research: how masses of data are translated into meaningful statements, how to avoid erroneous assumptions, and how to analyze critically and respond to conclusions presented. Successful completion of this course and STAT1010, with a minimum of B- in each course, qualifies the student for an exemption from the CGA course QM2. Prerequisite: STAT1010.

SWRK1017 — **Field Work I**
The first unit of 400 hours consists of active participation in community agencies providing direct client service. The students function first as observers, then as co-counsellors and finally with autonomy under direct supervision. In the second placement, 600 hours provide the student with opportunity to further develop skills and approximate greater autonomy in helping through counselling individuals, families and groups. Learning contracts focus expectations of college, agency and student and are a basis for evaluation. Students can receive up to 60 hours credit for appropriate work or volunteer experience prior to program admission.

SWRK1018 — **Field Work Seminar I**
The students meet weekly to discuss events in the field, the relationship to classroom work and problem solving. These courses provide support for students in developing skills and integrating knowledge.

SWRK1021 — **Group Dynamics I**
Contact department for course description.

SWRK1022 — **Group Dynamics II**
Contact department for course description.

SWRK2001 — **Group Processes**
This course is designed to enable the learner to demonstrate the knowledge gained in interpersonal communication skills of theoretical concepts and practical skills necessary to work effectively in small groups as well as development of group leadership skills. Prerequisites: COMM1018, GERT1012.

SWRK2028 — **Field Work II**
See SWRK1017.

SWRK2029 — **Field Work Seminar II**
See SWRK1018.

SWRK2032 **Addictions: Core Studies I**

These courses provide an historical review of people's use and abuse of chemicals, society's responses, social attitudes and relevant legislation. Dilemmas still present in the field are identified. A survey of current services concludes the courses.

SWRK2033 **Addictions: Issues in Counselling Practice I**

Participants learn appropriate strategies in case management of clients/patients with substance abuse problems. There is more detail about services and information to assist in prescriptively referring clients to the most appropriate service. This course is limited to Addictions majors only.

SWRK2034 **Mental Health: Core Studies I**

An historical review of the concepts of mental illness and society's responses or lack of responses form the basis for this course. It clarifies some of the attitudes, fears and misconceptions about mental illness. Modern treatment, both clinical counselling and pharmaceutical management, is explored.

SWRK2035 **Mental Health: Issues in Counselling Practice I**

These companion courses, when Mental Health is chosen as a major, examine in more detail many of the current drugs being used to ameliorate the physical and emotional aspects of mental illness. Case management is highlighted. The tension between hospital versus community based treatment is explored.

SWRK2036 **Criminal Justice: Core Studies I**

Crime and punishment have been a part of society since the beginning of time. An historical review sets the background for exploring key issues, dilemmas, attitudes and responses facing workers in the criminal justice field. A survey of services, statistics and current philosophies with implications for counselling identify the competencies required in this field.

SWRK2037 **Criminal Justice: Issues in Counselling Practice I**

The different viewpoints of deviant behaviour set the background for an understanding of crime, the criminal and the services within the criminal justice system. The student is expected to be able to identify the major characteristics of the system and services. There will be a secondary emphasis on values, lifestyles and conflict. This is a companion course to SWRK2036 and SWRK2040, and is for Criminal Justice majors only.

SWRK2038 **Addictions: Core Studies II**

See SWRK2032.

SWRK2039 **Mental Health: Core Studies II**

See SWRK2034.

SWRK2040 **Criminal Justice: Core Studies II**

See SWRK2036.

SWRK2041 **Addictions: Issues in Counselling Practice II**

See SWRK2033.

SWRK2042 **Mental Health: Issues in Counselling Practice II**

See SWRK2035.

SWRK2043 **Criminal Justice: Issues in Counselling Practice II**

See SWRK2037.

TETR4000 **TESL Methodology**

Explore theoretical and practical issues in English as a Second Language teaching. Topics include an overview of approaches, methods and techniques for the adult learner; assessment of learner needs; lesson planning; classroom management; error correction; second language acquisition; socio-cultural awareness; and the adaptation/creation of ESL materials and resources.

TETR4001 **Phonetics and Phonology**

Learn basic phonetic and phonological terminology. Emphasis on supra-segmentals, such as stress and intonation, and their significance in discourse. Pronunciation difficulties, relevance of phonetics and phonology to classroom practice is discussed.

TETR4002 **Pedagogy of English Grammar**

Examine a large range of English grammatical forms and functions in the context of teaching English as a Second Language. Focus is on the essential grammar which ESL students need to be taught in basic to advanced level programs.

TETR4003 **Teaching Skills I**

Gain valuable teaching skills through practice activities and demonstrations for teaching listening, reading and grammar as they relate to the teaching of English as a Second Language.

TETR4004 **Teaching Skills II**

Gain valuable teaching skills through practice activities and demonstrations for teaching speaking, pronunciation and writing as they relate to the teaching of English as a Second Language.

TETR4005 **Practicum**

Observe English as a Second Language classes in different settings and report on two of the observations. The relationship of student and teacher is examined within the context of various approaches to teaching ESL.

THEA1001 **Acting I**

Acting I consists of the Test Piece, a three week rehearsal/performance process; introduction to the fundamentals of acting; introduction to text analysis; story telling, and verse and poetry.

THEA1002 **Acting Fundamentals II**

Acting II consists of Scene Study; introduction to Shakespeare; neutral mask and vocal masque, a five minute solo performance created and performed by the student for presentation at the end of term.

THEA1003 **Dance I**

Dance I is a practical study of the five basic elements of dance: coordination, motivation, animation, suspension and relaxation, studying the basic principles of classical ballet. Focusing on proper use of legs and arms as applied to classical ballet and other dance forms, posture is developed to help the actor-dancer gain ease and control in dance.

THEA1004 **Movement I**

As an introduction and exploration of the essential principles of movement, breathing, anatomy, sensitivity to one's inner functioning, sensitivity in working with a group and improvisation, Movement I is also an introduction to the elements of movement as a language, the dynamics of rhythm and space. The relationship and importance of all of the above in the context of performance and the theatre are discussed in detail.

THEA1005 **Vocal Music I**

Vocal Music I covers basic music theory with an introduction to reading music, especially piano-vocal scores.

THEA1006 **Voice I**

As an introduction to Mind/Body/Voice awareness, this course also explores the anatomical and physiological aspects of the voice as well as the care of the voice.

THEA1008 **Speech I**

Beginning with organs of speech identified and examined, students will move on to warm-up routine begun to facilitate optimum usage of speech organs. An introduction is given to IPA (International Phonetic Alphabet). Consonants and vowels are identified as sounds in isolation and with appropriate phonetic symbol, and text pieces are chosen for choral work, incorporating work on vowels and consonants.

THEA1009 **Vocal Music II**

This course continues the development of sight-reading and vocal technique in choral work, consolidation of basic singing techniques, and builds a solid understanding of the fundamentals of musicianship.

THEA1010 **Dance II**

This continuation of Dance I is an introduction to Jazz, enhancing the use of isolation and dynamics between music and movement. Combinations (small dance pieces) are developed to improve memory and stamina. This course also introduces basic Tap and Ballroom dancing.

THEA1012 **Stage Combat I**

Through hand-to-hand and quarterstaff, students are introduced to the basic principles of combat for the stage with emphasis on coordination and safety.

THEA1013 **Group Improvisation**

Imagination, awareness, sensitivity, trust; talking, sharing and passing on focus; stimulating and responding to impulse; functioning effectively in a dramatic ensemble – these are all components of Group Improvisation.

THEA1014 **Workshop Performance I**

Students will present a studio exercise before a small invited audience at the end of First Year; a complete play is studied, rehearsed and performed with stock furniture and costumes, as well as a year-end counterpart to the opening Test Piece. May be substituted by a scene study exercise as in Acting II.

THEA1015 **Contact Improvisation**

Contact Improvisation combines the skills developed in the other classes in imaginative and daring ways to hone the actor's invention, trust and responsive generosity in both physical and vocal interaction.

THEA1016 **Voice II**

A continuation of Voice I, accessing the primary breathing muscles and phonating muscles, this level focuses on intensive releasing of the mind and body with the intent to release the voice. Accessing the laryngeal muscle to free sound is also examined.

THEA1017 **Movement II**

With an introduction to movement composition, definition of a "theme" and how to develop a theme through movement, this level is a continuation of the elements of movement, comprising more in-depth exploration and practice of the principles of movement to increase flexibility, and safety of the professional actor.

THEA1018 **Speech II**

The warm-up routine is expanded. Diphthongs and triphthongs are identified as sounds in isolation and with appropriate phonetic symbol, and diacritic marks for IPA are introduced, for example, primary and secondary stress, syllabication, aspiration, tilde, glottal stop. Students annotate chosen texts phonetically and present texts individually.

THEA1019 **Theatre History**

Contact department for course description.

THEA1020 **Theatre History II**

Contact department for course description.

THEA1021 **Performing Arts Career Studies I**

This course explores career opportunities in the performing arts industry: theatre, film, dance, music theatre and opera in creative, technical and administrative fields.

THEA1022 **History of Dramatic Literature**

A survey of world drama from Greeks to present.

THEA1023 **Introduction to Voice, Movement and Speech**

Students are offered insight into the training process for the professional actor/singer/dancer regarding breath control, articulation and diction, as well as body control and creative movement.

THEA1024 **History of Western Theatre**

The historical and cultural importance of theatre through the ages is addressed in this survey of theatrical styles and traditions.

THEA2001 **Acting III**

Intensive scene study concentrates on works of the modern and contemporary naturalist school and the interpretive techniques evolved by and since Stanislavsky in close connection with them.

THEA2002 **Voice III**

A continuation of Voice I and II, freeing the voice through 'good use' of alignment release, breath and resonating cavities is stressed. Attention is given to vocal support and power, and to creating and instructing an individual voice warm-up.

THEA2003 **Television and Film Technique**

Basic principles of television production are explored with an introduction to the medium of screen acting using solo speech and duologues, dramatic scenes, commercials, news and sportscasts, interviews (both host and guest), etc.

THEA2004 **Dance III**

This continuation of Dance I and II uses basic ballet principles from Dance I, and offers an introduction of Modern Dance in conjunction with fall-rebound (Limon technique). Development of fluid and expressive upper torso is also discussed.

THEA2006 **Business of Acting**

Business is an important part of today's acting career, and this course offers instructions in career management such as techniques of soliciting work, (résumés, photographs, letters, follow-ups, etc.); dealing with agents, managers and casting directors; professional associations and unions; governments, taxes, mortgages, insurance etc.; and work etiquette and audition techniques.

THEA2007 **Acting IV**

(a) Period Study: an extensive examination of a given historical era and its theatre, culminating in a presentation of scenes, improvisations drawn from students' research, songs, dances, fights, etc., with appropriate weaponry and costumes. The exercise combines Style and Theatre History. (b) Covering: basic principles of clown improvisation and audience contract; finding one's own clown; invention and ingenuity. (c) Character Mask: a continuation from Neutral Mask which is a prerequisite; uses of full and half masks; creation of one's own mask; characterization through mask and antimask. (d) Vocal Masque: an extended exercise similar to the First Year Vocal Masque, created independently by students in pairs, under supervision, and presented in April.

THEA2008 **Dance IV**

This is a continuation of Dance I, II and III, particularly continuing Jazz training from Dance II with emphasis on longer combinations and in-class presentations of actual dance pieces. Intermediate Tap and Ballroom dance are included with emphasis on dance combinations and fully developed dances.

THEA2009 **Vocal Music III**

As a continuation of Vocal Music I and II which are prerequisites, this level also addresses preparation of scene work in connection with children's plays, and individual coaching and repertoire.

THEA2011 **Stage Combat II**

Advanced work in fight choreography for the stage is covered, including weapons such as foil, sabre, rapier, dagger and broadsword.

THEA2012 **Make-up**

Make-up is an introduction to the basic principles of stage make-up, charting a design, bone structure, stage lighting, character analysis. In semester IV, this course includes make-up for television; black and white and colour photography; application of latex, prosthetics, hair, beards, wigs, stage gore, body painting and trans-sexual make-up.

THEA2013 **Children's Play Performance**

A full-scale production of one or two plays will be presented to children's audiences in playing spaces outside the College. The productions are attended by thousands of Metro Toronto school children.

THEA2014 **Speech III**

Purchase and learn how to use "English Pronouncing Dictionary" by Daniel Jones as an ongoing reference text. Rules governing lengths of vowel, diphthong and consonant sounds are established. "7 Points of Good Speech for a North American Classical Play" is also studied. Background is given for a British dialect; key vowel substitutions, diphthongal changes, consonant substitutions and peculiar idioms are discussed.

THEA2015 **Monologue Study I**

Develop a repertoire of suitable monologues for auditions. A new piece is to be presented, critiqued and developed in class every other week.

THEA2016 **Movement III**

The extension of Movement I and Movement II which are prerequisites, this is a continuation of becoming freer and more connected to one's movement, so that each actor can be truly responsive with the appropriate sensitivity to the moment. The student begins to explore first the combination of movement and sound and later of movement and text. There will be individual and group improvisations.

THEA2017 **Voice IV**

Continuing Voice I, II and III, with an addition of text work, this level teaches the student to find freedom of the voice through the use of text. A great deal of attention is given to Focus and Intention and how the mind affects the voice.

THEA2018 **Speech IV**

Work on British dialect continues with assignments in phonetizing text for Britsh, recording two set pieces, and choosing and recording two appropriate monologues. Cockney and German dialects are presented and studied in format similar to that described for British. Individual private sessions are arranged for speech and dialect requirements in Period Study term project.

THEA2019 **Vocal Music IV**

With emphasis on the work currently under study, (as in the Period Study), this level correlates the work of the previous three levels, with a choice of personal repertoire.

THEA2020 **Workshop Performance II**

A workshop of a new play or existing play or scenes to be presented in front of a small audience.

THEA2021 **Movement IV**

Continuing Movement I, II and III which are prerequisites, in this semester more attention and focus are given to each student's individual needs and the needs of the class as a whole, in relationship to the curriculum of other courses, i.e. Vocal Masque, Period Study and Workshop Performance.

THEA2022 **Theatre History III**

Contact department for course description.

THEA2023 **Theatre History IV**

Contact department for course description.

THEA2030 **Performing Arts Career Studies II**

From the writing of the script to first performance, this is a comprehensive study of the production process in theatre.

THEA2031 **History of Canadian Drama**

Surveying Canadian plays, operas and musicals from the 19th century to present day, one play is selected for in-depth study and class reading.

THEA2032 **On the Town – Toronto Arts Scene**

Students will enjoy research and introduction to arts events in Toronto, visits to arts events and post visit discussions. Arts events include: drama, opera, ballet, symphony concert, small music ensemble, art exhibit and architectual tour.

THEA2033 **Monologue Study**

In researching, selecting and preparing audition monologues, each student will receive advice and coaching as to the most suitable material for them.

THEA2034 **Introduction to Scene Study**

Students will be divided into small groups and cast in scenes from a variety of plays. With some guidance and direction, they will learn the skills requ'red to work on scenes in a rehersal situation.

THEA3001 **Acting V**

This level of Acting is a study of a variety of theatrical styles ranging from Commedia dell'Arte to Restoration and Comedy of Manners to German Expressionism, etc. May be substituted by review of basic acting approaches and exercises.

THEA3002 **Showcase Performance I**

Much of the acting course in the Third Year is devoted to the preparation and presentation of fully produced public exercises.

THEA3003 **Voice V**
Continuing Voice I through IV, concentrated attention is given to textwork, especially monologues, with exploration of how the body and voice inform the text and how text can inform body and voice. Individual tutorials will deal with difficulties.

THEA3004 **Movement V**
This continuation of Movement I through IV, which are prerequisites, is a refining and deepening of the exploration of movement and breath. Skills required from Movement I through IV are applied to specific problems arising out of rehearsals and performances of showcase productions.

THEA3005 **Dance V**
Continuing Dance I through IV, creation and instruction of the individual dance warm-up routine leads to students learning choreographed dances in various styles: Broadway musicals, period dances, ethnic dances, jazz routines and ballroom dances.

THEA3006 **Vocal Music V**
Class participants work for extended vocal range; sight read and sight sing; enjoy solo coaching of audition songs; and prepare musical and/or revue material for Showcase Performance II.

THEA3007 **Speech V**
Ongoing development of personal warm-up includes comparison of mid vowel, front vowel, last three back vowel sounds, and comparison of diphthongs of "r". Irish and Scottish dialects are presented and studied formally. An individual session is provided for research and scripting of Vocal Masques, to be presented in semester 6. One on one coaching is also provided for speech and dialect requirements for showcase Performances.

THEA3008 **Voice VI**
Level VI of Voice focuses on the release of the Mind/ Body/ Voice, as well as on nerves – how they manifest themselves in the body and voice and how to work with them. Individual sessions are held with each student for performance audition and class accomplishments.

THEA3009 **Speech VI**
Students will examine refinement of speech skills: comparison of diphthongs of "r," intrusive "r," consonant blends and cognate blends, tone endings, difficult consonant combinations. Strong and weak "forms" are studied and American Southern dialect is taught formally. Individual speech and dialect requirements for Vocal Masque presentation are addressed, as other dialects are analyzed as required by public showcase performances.

THEA3010 **Showcase Performance II**
See Showcase Performance I (THEA3002). There is at least one Broadway musical or musical revue among the showcase productions in this term.

THEA3011 **Dance VI**
Continuation of Dance V (THEA3005).

THEA3012 **Vocal Music VI**
Continuation of Vocal Music V (THEA3006).

THEA3013 **Movement VI**
The final semester is a consolidation and clarification of the work of the previous five semesters, continuing to support showcase productions and providing individual coaching as required by each student.

TYPO1001 **Lettering I**
This is a basic course in the theory and practice of freehand lettering of typestyles from the Gothic and Roman Type families. Analysis of the essential characteristics of type and the terminology that applies to them is alternated with drawing and brush lettering. The psychomotor skills necessary to the execution of hand lettering is demonstrated and coached throughout the course.

TYPO1003 **Typography I**
A history of writing provides a sense of how writing evolved from its beginnings and the part our 26 letters played in that evolution. Typographic terminology is gradually introduced as lettering and typographic principles are applied to a variety of projects using traditional media. As students develop the perceptive skills for dealing with type, they simultaneously acquire an awareness of letter forms as legitimate design elements in their own right.

TYPO1005 **Typography II**
A major objective in semester 2 is to acquire a working knowledge of QuarkXPress. In addition to progressively more involved in-lab projects which serve to introduce the software, students are required to complete projects on the Mac which were begun using traditional tools in semester 1. In the process of fine-tuning their designs, students' typographic skills are carried forward in preparation for semester 3.

TYPO1008 **Lettering II**
This is a second course in the theory and practice of freehand lettering of typestyles from the Gothic and Roman Type families, and progresses to include script and casual type styles. Analysis of the essential characteristics of type and the terminology that applies to them is alternated with drawing and brush lettering. The psycho-motor skills necessary to the execution of hand lettering is demonstrated and coached throughout the course.

TYPO2001 **Typography and Colour Studies**
Contact department for course description.

TYPO2002 **Typography III**
Contact department for course description.

TYPO2003 **Typography IV**
Contact department for course description.

WOMN1007 **Introduction to Feminism**
Students are offered an historical introduction to the different theories, models and practices of feminism, and are introduced to a feminist analysis of violence against women and children.

WOMN1014 **Field Work Seminar I**
During weekly meetings with other students and a faculty member in a small group for discussion, participants will engage in problem solving and mutual support with regard to the field placement component of the program. Focus is on development of peer supervision skills and team problem solving.

WOMN1016 **Field Placement I**
Students participate in a total of 800 hours of guided and supervised experience in feminist agencies providing services to women and children who have experienced violence. Through two different placement opportunities, students set personal and professional learning goals focused on their preferred area of future employment.

WOMN1035 **Integrative Seminar I**
Focusing on self-care and community building, students are ensured a designated time during which they can integrate what they are learning and experiencing in the A.W.C.C.A. program on an individual and group level.

WOMN1037 **Integrative Seminar II**
See WOMN1035.

WOMN1094 **Gender, Race and Class: The Structure of Privilege and Oppression**
This course explores the ways in which issues of gender, race, class and other inequities are embedded in the structure of social institutions. Through the words of many different women's communities, an understanding of personal experiences and practices will equip students with basic knowledge to work with women who face additional oppression.

WOMN2017 **Field Work Seminar II**
See WOMN1014.

WOMN2022 **Field Work Seminar III**
See WOMN1014.

WOMN2026 **Field Placement II**
See WOMN1016.

WOMN2029 **Feminist Political Action and Community Development I**
Contact department for course description.

WOMN2031 **Integrative Seminar III**
See WOMN1035.

WOMN2032 **Feminist Political Action and Community Development II**
See WOMN2030.

WOMN2033 **Integrative Seminar IV**
See WOMN1035.

WOMN2034 **Field Placement III**
See WOMN1016.

How to find us:

— subway
subway stops
streetcar/bus stops
public parking lots

St. James Campus

200 King Street East

By TTC*: Exit at King Subway Station. King streetcar east to Jarvis Street, walk one block east.

Faculty of Hospitality & Tourism Building (HOSP)
300 Adelaide Street East

Casa Loma Campus

160 Kendal Avenue
Building C – Main Entrance

By TTC*: Exit at Dupont subway station, walk north on Spadina Road to MacPherson Avenue, walk one block west to Kendal Avenue.

Nightingale Campus

2 Murray Street

By TTC*: Exit at St. Patrick subway station, walk north on University Avenue to Elm Street, walk one block west on Elm Street.

***TTC Info Line (416) 393-4636**

For information: call (416) 415-2000 or 1-800-265-2002
or visit www.gbrownc.on.ca or e-mail: info@gbrownc.on.ca